

*Santa Ana Unified School District  
Board of Education*

**Board Meeting Agenda**

**Tuesday, September 25, 2012  
6:00 p.m.**

**Board Room  
1601 E. Chestnut Avenue  
Santa Ana**



**José Alfredo Hernández, J.D.  
Vice President**

**Rob Richardson  
President**

**Thelma Meléndez, Ph.D.  
Secretary/  
Superintendent**

**John Palacio  
Member**

**Audrey Yamagata-Noji, Ph.D.  
Clerk**

**Roman A. Reyna  
Member**

**If special assistance is needed to participate in the Board meeting, please contact Board Recording Secretary, at (714) 558-5515. Please call prior to the meeting to allow for reasonable arrangements to ensure accessibility to this meeting, per the Americans with Disabilities Act, Title II.**

***Mission Statement***

*The Santa Ana Unified School District is dedicated to high academic achievement, in a scholarly and supportive environment, ensuring that all students are prepared to accomplish their goals in life.*

## **BOARD OF EDUCATION MEETING INFORMATION**

### **Role of the Board**

The Governing Board is elected by the community to provide leadership and citizen oversight of the District's schools. The Board works with the Superintendent to fulfill its major roles including:

1. Setting a direction for the District.
2. Providing a basic organizational structure for the SAUSD by establishing policies.
3. Ensuring accountability.
4. Providing community leadership on behalf of the District and public education.

Agenda Items are provided to the Board of Education that includes the description of items of business to be considered by the Board for approval at Board Meetings. These items contain recommendations; the Board may exercise action they believe is best for the SAUSD.

### **Board Meeting Documentation**

Any and all supporting materials are made available to the public by the Public Information Office. They may be reached from 8:00 a.m. – 4:30 p.m. at (714) 558-5555.

### **Public Comments at Board Meetings**

The agenda shall provide members of the public the opportunity to address the Board regarding agenda items before or during the Board's consideration of the item. The agenda also provides members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board.

Individual speakers are allowed three minutes to address the Board on agenda or nonagenda items. The Board may limit the total time for public input on each item to 20 minutes. With the Board's consent, the Board President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

The Board urges that complaints and derogatory remarks against a District employee be made in writing on forms available in the Office of the Superintendent. This allows the District and the Board to examine more carefully the complaint and to initiate the appropriate investigation.

Persons wishing to address the Board on an item on the agenda or an item of business in the Board's jurisdiction are requested to complete a card. This card is to be submitted to the Secretary of the Board. The *Request to Address the Board of Education* cards are located on the table in the foyer.

### **Televised Meeting Schedule**

The Regular Board of Education meetings are broadcast live on the second and fourth Tuesdays of each month on Channel 31. The meeting is replayed on Tuesdays at 6:00 p.m. and Saturdays at 3:00 p.m., following the Board of Education meeting.

Agenda and Minutes on District Website at <http://www.sausd.us>

BOARD OF EDUCATION  
REGULAR MEETING

SANTA ANA UNIFIED SCHOOL DISTRICT  
1601 EAST CHESTNUT AVENUE  
SANTA ANA, CA 92701

TUESDAY  
SEPTEMBER 25, 2012  
6:00 PM

## AGENDA

CALL TO ORDER

4:30 P.M. RECESS TO CLOSED SESSION

- See Closed Session Agenda below for matters to be considered at this time.

RECONVENE REGULAR MEETING

6:00 P.M. MEETING

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT

SUPERINTENDENT'S REPORT

- Announcements/Awards Received

RECOGNITION

- Customer Service Employee of the Month for September 2012, Rocio Dominguez

PRESENTATION

- Common Core State Standards Implementation Update – English Language Arts Focus
- Positive Behavioral Interventions and Supports

PUBLIC PRESENTATIONS (Pursuant to Government Code 54954.3)

- Individuals or groups may make presentations or bring matters to the Board's attention that are within the Board's subject matter jurisdiction.

## 1.0 APPROVAL OF CONSENT CALENDAR

- 1.1 Approval of Minutes of Regular Board Meeting - September 11, 2012
- 1.2 Approval of Agreement with Intel-Assess, Inc., for Development and Creation of Assessments for 2012-13 School Year
- 1.3 Approval of Memorandum of Understanding with Orange County United Way for Participation in Destination Graduation Initiative Grant for Intermediate Schools for 2012-13 School Year
- 1.4 Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2012-13 School Year
- 1.5 Ratification of Payment and/or Reimbursement of Costs Incurred for Designated Instructional Services for Students with Disabilities for 2011-12 School Year
- 1.6 Ratification of Provider Participation Agreement with California Department of Health Care Services for LEA Medi-Cal Billing Option Program
- 1.7 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of August 29, 2012 through September 11, 2012
- 1.8 Ratification of Expenditure Summary and Warrant Listing for Period of August 29, 2012 through September 11, 2012
- 1.9 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of August 29, 2012 through September 11, 2012
- 1.10 Approval of Disposal of Obsolete Unrepairable Computer Equipment, Miscellaneous Furniture, and Equipment
- 1.11 Authorization to Obtain Bids for Purchase of Classroom and Office Furniture Districtwide
- 1.12 Authorization to Obtain Bids for Installation of Structured Cabling System and Network Equipment at Various E-Rate Eligible Sites Districtwide
- 1.13 Authorization to Obtain Request for Proposals for Wide Area Network Services Districtwide Under E-Rate
- 1.14 Authorization to Obtain Request for Proposals for Various Telecommunication and Internet Access Services Districtwide Under E-Rate

- 1.15 Authorization to Obtain Request for Proposals for Cisco Base Maintenance for Maintenance of Newtwork Equipment and Cabling Districtwide Under E-Rate
- 1.16 Authorization to Obtain Request for Proposals for Lease of Copier Equipment Districtwide
- 1.17 Approval of Rejection of Government Code §910 and §910.2 Claim Against Santa Ana Unified School District – File No. 12-06106 MH
- 1.18 Acceptance of Completion of Contract for Bid Package No. 5 Ceramic Tile and Flooring at Willard Intermediate School Under Modernization Program
- 1.19 Acceptance of Completion of Contract for Bid Package No. 15 Structural Steel, Metal Fabrication, Elevator Refurbishing, Handrails, Ornamental Steel Fence, Refurbish ADA Ramp, Concrete Patching, and Sacking at Willard Intermediate School Under Modernization Program
- 1.20 Approval of Deductive Change Order No. 1 for Bid Package No. 2 Arch Wood Casework and Finish Carpentry at Willard Intermediate School Under Modernization Program

Items removed from Consent Calendar for discussion and separate action:

---

### **REGULAR AGENDA - ACTION ITEMS**

- 2.0 Acceptance of Gifts in Accordance with Board Policy 3290 – Gifts, Grants, and Bequests
- 3.0 Acceptance of Actuarial Study of Workers’ Compensation Program as of June 30, 2012
- 4.0 Adoption of Resolution No. 12/13-2939 – To Support Schools and Local Public Safety Protection Act (Proposition 30)
- 5.0 Board Policy 6163.2 – Animals at School (Revised: For Adoption)
- 6.0 Administrative Regulation 4032 – Reasonable Accommodation (Revised: For Implementation)
- 7.0 Approval of Personnel Calendar
- 8.0 Approval to Call for Nomination and Submission of Letter of Support for California School Boards Association Director-at-Large, Asian/Pacific Islander
- 9.0 Board and Staff Reports/Activities

### **RECESS TO CLOSED SESSION**

See Closed Session Agenda below for matters to be considered at this time.

CLOSED SESSION AGENDA

- A. With respect to every item of business to be discussed in Closed Session pursuant to Education Code Sections 35146 and 48918:

STUDENT EXPULSIONS AND DISCIPLINE ISSUES

- B. With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54956.9 (a) (b) (1) and (c):

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- C. With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54957

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

- D. With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54947.6:

CONFERENCE WITH LABOR NEGOTIATOR:

SAEA, CSEA, CWA  
Bargaining Units  
Mr. Chad Hammitt,  
District Negotiator

The Board may exercise discretion to adjourn to Closed Session at any time during this meeting to instruct its representatives regarding negotiations with represented and unrepresented employees.

RECONVENE REGULAR MEETING AND REPORT ACTION TAKEN IN CLOSED SESSION THAT IS REQUIRED TO BE REPORTED OUT AT THIS MEETING

ADJOURNMENT

FUTURE MEETING - The next Regular Meeting of the Board of Education will be held on Tuesday, October 9, 2012, at 6:00 p.m.

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Customer Service Employee of the Month for September 2012, Rocio Dominguez

**ITEM:** Recognition

**SUBMITTED BY:** Chad Hammitt, Assistant Superintendent, Personnel Services

**PREPARED BY:** Chad Hammitt, Assistant Superintendent, Personnel Services

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to recognize the Customer Service Employee of the Month for September 2012.

**RATIONALE:**

A selection committee, consisting of classified and certificated employees, has reviewed nominees and selected the Customer Service Employee of the Month for September 2012. The members have selected Rocio Dominguez, Office Manager, Kennedy Elementary School.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Recognize Rocio Dominguez as Customer Service Employee of the Month for September 2012.

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Common Core State Standards Implementation Update – English Language Arts Focus

**ITEM:** Presentation

**SUBMITTED BY:** Cathie Olsky, Ed.D., Deputy Superintendent, Chief Academic Officer

**PREPARED BY:** Heather Griggs, Ed.D., Director, School Renewal  
Judy Barden, Director, Staff Development and Instruction  
Alexandra Ito, Director, Education Technology  
Sharon Johnson, Interim Director, Research and Evaluation  
Michelle Rodriguez, Ed.D., Director, Elementary Student Achievement/Charter Schools  
Nuria Solis, Director, EL Programs and Student Achievement  
Ed Winchester, Director, Secondary Student Achievement/Charter Schools

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to present to the Board an update on the Common Core State Standards (CCSS) as administration plans the major phases and activities in the initial implementation for the 2012-13 school year. Staff will provide support for implementation of the CCSS through K-12 area articulation meetings, feedback through the Common Core Task Force, unit and lesson pilots, teacher leader support and training, and Common Core unit and lesson development.

The CCSS will continue to be a standard topic for future Board meetings to provide continued updates to the Board.

**RATIONALE:**

The CCSS define the knowledge, concepts, and skills students should acquire at each grade level. The CCSS were developed through a State-led initiative to establish consistent, clear education standards for English-language arts and mathematics across the nation. The CCSS are designed to prepare students for success in college and careers not only in the nation, but in the competitive global economy.

This information is presented to keep the Board abreast of the District's implementation plans and recommendations for the CCSS for the 2012-13 school year.

**FUNDING:**

Not Applicable



**RECOMMENDATION:**

Presented for information.

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE: Positive Behavioral Interventions and Supports**

**ITEM: Presentation**

**SUBMITTED BY: Doreen Lohnes, Assistant Superintendent, Support Services**

**PREPARED BY: Doreen Lohnes, Assistant Superintendent, Support Services**

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to present an overview of Positive Behavioral Interventions and Supports (PBIS) as administration plans the major phases and activities in the initial implementation for the 2012-13 school year. The PBIS District team will provide support to all schools (K-12) to improve student academic and behavior outcomes by ensuring that all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions.

**RATIONALE:**

Research has repeatedly shown that student achievement increases when students develop school relationships within a positive school climate. Positive Behavioral Interventions and Supports is a research-based schoolwide system of support and is in the process of being implemented in all District schools.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Presented for information.

  
DL:cvi



# Positive Behavioral Interventions and Supports (PBIS)

September 25, 2012

Thelma Meléndez de Santa Ana, Superintendent, Ph.D.  
Doreen Lohnes, Assistant Superintendent, Support Services

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

# The Seven Building Blocks to SAUSD Success

## *Preparing All Students to be College and Career Ready*

### **Clear Focus on Learning**

Establish a specific vision of what high-quality, personalized learning and instruction looks like inside classrooms based on Common Core State Standards.

### **Comprehensive Accountability**

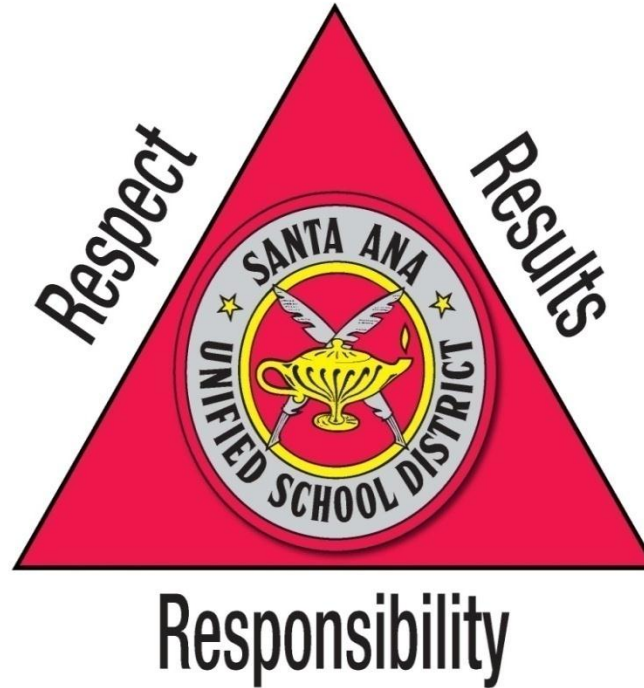
Assess student learning to inform practice and monitor implementation of best practices.

### **Climate**

Ensure safety of students and staff, and build trusting relationships that are driven by the core values of respect, responsibility, and results.

### **Capital**

Effectively and efficiently align fiscal, physical and personnel resources to support and ensure student learning.



Santa Ana Unified School District  
Office of the Superintendent

### **Communication**

Develop, define and deepen understanding of the District's vision internally and with our community through the creation of a unified message, including avenues for two way communication.

### **Community and Parent Involvement**

Establish transparent, credible processes for community and stakeholder involvement. Seek and promote partnerships with parent groups, community groups and community leaders.

### **Commitment and Capacity**

Ensure that all employees feel valued and enact the instructional vision through professional training, implementation, support, and monitoring of performance to strengthen student achievement.

# The Seven Building Blocks to SAUSD Success

*Preparing All Students to be College and Career Ready*

## Clear Focus on Learning

Establish a specific vision of high-quality, personalized learning and instruction looks like in classrooms based on Core State Standards

## Comprehensive Accountability

Assess student learning to inform practice and monitor implementation of best practices

## Climate

Ensure safety of students and staff, and build trusting relationships that are driven by the core values of respect, responsibility, and results.

## Capital

Effectively and efficiently align fiscal, physical and personnel resources to support and ensure student learning.

## Climate

Ensure safety of students and staff, and build trusting relationships that are driven by the core values of respect, responsibility, and results.

## Communication

Define and deepen understanding of the District's vision internally and with our community through the creation of a shared message, including strategies for two way communication.

## Community and Parent Involvement

Establish transparent, credible processes for community and stakeholder involvement. Seek and promote partnerships with parent groups, community groups and community leaders.

## Commitment and Capacity

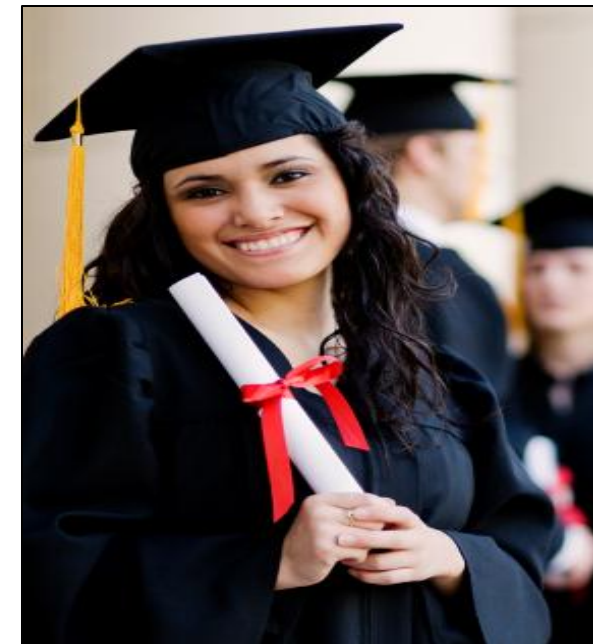
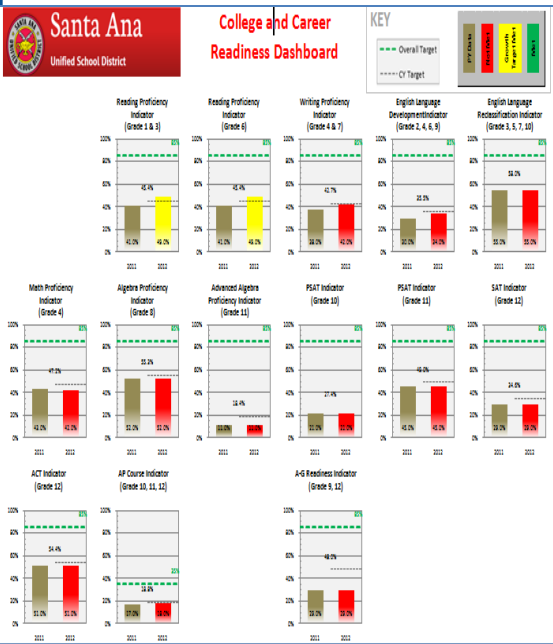
Ensure that all employees feel valued and enact the instructional vision through professional training, implementation, support, and monitoring of performance to strengthen student achievement.

# Responsibility

Santa Ana Unified School District  
Office of the Superintendent



# Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

## Evidence-Based School Discipline Keeps Kids Off the Streets

Public safety will be best served through evidence-based prevention and intervention approaches to school discipline.



*FIGHT CRIME: INVEST IN KIDS California, an anti-crime organization of 400 sheriffs, police chiefs, district attorneys, and crime survivors, believes that a critical component to reversing California's dropout crisis, and thus improving public safety, is improving school climate through the adoption of common sense school discipline policies.*

## California Issues Over 700,000 Suspensions Annually, Most Not for Drugs or Violence

Suspensions and expulsions, and even referrals to the juvenile justice system, are sometimes necessary to prevent unsafe or violent student behavior. Yet in some circumstances, giving students unsupervised days off from school, rather than holding them accountable at school and taking steps to improve their behavior, can lead to less safe communities. Instead of helping correct students' negative behavior, suspensions may result in students falling behind in school and/or ending up out on the streets.

Still, California schools issued over 700,000 out-of-school suspensions annually in both 2009-10 and 2010-11.<sup>1</sup> Most were not for violent or drug-related behaviors, and were discretionary, rather than required by state or federal law. Some California school districts suspended one out of every four students.<sup>2</sup>

Often school discipline is directed at minor instances of misbehavior, such as not bringing the right items to class, using inappropriate language or other misbehavior that may be distracting or disruptive but falls short of a safety threat. In California, the most common grounds for suspension are disruption or willful defiance of authority, which are the most serious grounds for approximately 42% of suspensions.<sup>3</sup>

grade. For students with similar profiles, those who had been suspended or expelled one or more times were twice as likely to repeat a grade than those who had no suspensions or expulsions.<sup>5</sup> Frequent use of suspension can also set the stage for chronic truancy and chronic absence that can lead to dropping out of school.

California's over-reliance on harsh discipline policies may be contributing to the state's dropout crisis, with one in four California high school students not graduating from high school on time.<sup>6</sup> School discipline practices also may contribute to particularly low graduation rates among minority students, who receive a disproportionate number of suspensions.<sup>7</sup>

**Fight Crime: Invest in Kids, endorses PBIS:  
This national anti-crime organization of sheriffs, police chiefs, and DA's cites PBIS as a way to improve school climate and public safety.**

## Suspensions / Expulsions: A Road to Crime

Students who are suspended or expelled are also at greater risk of involvement in the juvenile and criminal justice systems. The Texas study found that students who were suspended or expelled one or more times were



### Evidence-Based School Discipline Keeps Kids Off the Streets

Public safety will be best served through evidence-based prevention and intervention approaches to school discipline.

*FIGHT CRIME: INVEST IN KIDS California, an anti-crime organization of 400 sheriffs, police chiefs, district attorneys, and crime survivors, believes that a critical component to reversing California's dropout crisis, and thus improving public safety, is improving school climate through the adoption of common sense school discipline policies.*

Calif  
Annu  
Suspe  
juven  
preve  
circu  
from  
sche  
lear  
stu  
sti  
on

700,000 Suspensions  
Violence

grade. For students with similar profiles, those who had been suspended or expelled one or more times were twice as likely to repeat a grade than those who had no suspensions or expulsions.<sup>5</sup> Frequent use of suspension is a major barrier to academic achievement and a major stage for chronic truancy and chronic dropping out of school.

**Evidence-Based School Discipline Keeps Kids Off the Streets**  
Public safety will be best served through evidence-based prevention and intervention approaches to school discipline.

Still, California schools issued 700,000 school suspensions annually in both 2009-2010 and 2010-11.<sup>1</sup> Most were not for violent or drug-related behaviors, and were discretionary, rather than required by state or federal law. Some California school districts suspended one out of every four students.<sup>2</sup>

Often school discipline is directed at minor instances of misbehavior, such as not bringing the right items to class, using inappropriate language or other misbehavior that may be distracting or disruptive but falls short of a safety threat. In California, the most common grounds for suspension are disruption or willful defiance of authority, which are the most serious grounds for approximately 42% of suspensions.<sup>3</sup>

This involves sheriffs, police chiefs, and district attorneys to improve school climate and public safety.

### Suspensions / Expulsions: A Road to Crime

Students who are suspended or expelled are also at greater risk of involvement in the juvenile and criminal justice systems. The Texas study found that students who were suspended or expelled one or more times were





Evidence  
Keeps  
Public s  
based p  
school c

## • *Positive Behavioral Interventions and Supports (PBIS)*

PBIS is a 3-tiered approach to discipline, which begins with prevention.

Administrators use data about student behavior to define discipline problems and implement school-wide, classroom and individual-level expectations and interventions aimed at improving social, emotional and academic success for all students. Students with more serious behavioral problems are provided more intense, individualized intervention.

Research has found that the implementation of PBIS resulted in fewer suspensions and fewer office referrals.<sup>10</sup> PBIS is being implemented in schools and

*FIGHT CRIME: In crime survivors safety, is impro*

Califc  
Annu

Suspe  
juven  
preve  
circu  
from  
sch  
lear  
stu  
sti  
on

E  
K  
Pu  
bas  
sch

Still, California school suspension 2010-11.<sup>1</sup> Most behaviors, and v by state or feder suspended one c

Often school dis misbehavior, su class, using inap that may be dist safety threat. Ir for suspension a authority, which. approximately 42% of suspensions.<sup>3</sup>

at attorneys, and improving public

es, those who had re times were nose who had no use of suspension cy and chronic of school.

ve a

nce-  
to

ffs,  
to

Road to Crime ed are also at nile and criminal d that students

who were suspended or expelled one or more times were



# Input from the Continuous Improvement Team and Teacher Forums

## **Continuous Improvement Team *Comments on "Climate" April 2012***

- Involvement of students at their site and their relationship with their teachers
- Would like consistent discipline plans district-wide with consistent expectations and consequences

## **Executive Summary for the Superintendent Community Engagement -Focus Group Reactions**

- Adopting consistent and uniform discipline procedures and expectations of students

## **SAUSD Teacher Forums**

- We need a system of consistent discipline that helps all students to know what to expect
- Dealing with discipline problems pulls down teaching, especially the troublemakers
- When we build relationships, students are easier to know and that lowers the levels of problems in the class

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

# Orange County Register

Monday, September 10, 2012



## THE ORANGE COUNTY REGISTER

Monday, September 10, 2012

### Study: Most O.C. districts haven't defined student defiance

By [SCOTT MARTINDALE](#)

2012-09-10 20:15:31

Only a quarter of Orange County school districts report in a new survey that they have a clear definition of what constitutes a willfully defiant and disruptive student, even as this behavior classification constitutes the No. 1 reason students are suspended in California.



Adan Nieto, a sixth grade student at Sierra

Just four of 16 O.C. districts surveyed said they had clear, internal definitions for students who defy school authorities and disrupt school activities, the education think-tank EdSource reported Monday as part of the release of a 45-page study called "Understanding School Discipline in California: Perceptions and Practice."

"What we can conclude is that there are big discrepancies in the kinds of punishments students receive, based on where they go to school and the school's definitions or lack of definitions for these behaviors," said Louis Freedberg, executive director for Oakland-based EdSource. "In some cases, it might be arbitrary intervention."

Getting to the Core



Superior Standards

Supportive School Climate

Successful Students

# Orange County Register

Monday, September 10, 2012



## THE ORANGE COUNTY REGISTER

Monday, September 10, 2012

### ...t defined student defiance

"Positive responses will change student behaviors, but negative consequences don't," said Doreen Lohnes, assistant superintendent for support services in Santa Ana Unified, O.C.'s largest school district. "The first thing we do is change the school climate so students feel connected to adults and they prefer to behave well."

Most students will respond to positive behavior reinforcement, and for the ones who don't, officials are working to target them with additional support, including parent interventions and referrals to outside help, Lohnes said. Santa Ana over the past five years also has rolled out a team of about 10 mental-health clinicians to help prop up especially vulnerable students, she added.



Adan Nieto, a sixth grade student at Sierra

...the kinds of punishment they go to school and the school's definition of these behaviors," said Louis Freedberg, executive director of Oakland-based EdSource. "In some cases, it might be arbitrary intervention."

Getting to the Core



Superior Standards

Supportive School Climate

Successful Students



# PBIS, What is it?

## *Positive Behavioral Interventions and Supports*

- School-wide implementation of the best evidence-based behavioral practices to improve academic achievement and behavior for students.
  - ✓ Through PBIS implementation, student academic engagement time increases.
  - ✓ By strengthening relationships among staff, students, parents, and community, PBIS teaches and reinforces pro-social behaviors, making students feel more connected to school.

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

# PBIS, What does it look like?



Teach Behaviors: To do **versus** what not to do

Lunch



Restroom



Hallway



Superior Standards

Supportive School Climate

Successful Students

# PBIS, Who's in it?



All district schools are implementing PBIS – Within four cohorts

## *Positive Behavioral Interventions and Supports (PBIS)* *Four District Cohorts*

<i>Exploration</i>			<i>Exploration Plus</i>	<i>Implementation</i>	<i>Coaching Cohort</i>		
<i>Elementary Group 1</i>	<i>Elementary Group 2</i>	<i>High Schools Group 2</i>	<i>Elementary Schools</i>	<i>Intermediate Schools</i>	<i>Tier 1</i>	<i>Tier 2</i>	<i>Tier 3</i>
Carver	Edison	Chavez	Esqueda	Carr	Adams Elem.	Davis Elem.	Diamond Elem.
Franklin	Greenville	Griset	Harvey	Lathrop	Fremont Elem.	Kennedy Elem.	Garfield Elem.
Heninger	Jackson	Community Day School	Hoover	Sierra Prep		Lowell Elem.	Taft Elem.
Heroes	King	Godinez	Martin	Spurgeon		Century HS	
Jefferson	Madison	Segerstrom	Pio Pico	Willard		Saddleback HS	
Lincoln	Monte Vista		Roosevelt	MacArthur		Santa Ana HS	
Monroe	Remington		Santiago	McFadden		Valley HS	
Muir			Thorpe	Mendez			
Romero-Cruz				Villa			
Sepulveda							
Walker							
Washington							

**Superior Standards**

**Supportive School Climate**

**Successful Students**



## Multi-tiered System of Supports (MTSS)

- > SAUSD MTSS Implementation 2012 - 2013
- > MTSS Resources
- > Forms
- > Positive Behavioral Interventions and Supports (PBIS)

Staff > Educational Services > Multi-tiered System of Supports (MTSS) > Positive Behavioral Interventions and Supports (PBIS)

### Santa Ana Unified School District

### Positive Behavioral Interventions and Supports (PBIS)

*Improving student academic and behavior outcomes is about ensuring that all students have access to the most effective and accurately implemented instructional and behavioral practices and interventions possible.*

*Please refer to this webpage for updates and changes as we all work together on PBIS implementation .*



*Below you will find exemplar examples of documents that your PBIS teams will create as you move along the stages of PBIS.*

**Expected Behavior**

**Behavioral Matrix**

**Office Discipline Referrals**

**PBIS Supplemental Documents**

[Expected Behavior Samples](#)

[School Samples](#)

[ODR Samples](#)

[PBIS Supplemental](#)

[PBIS Supplemental 2](#)

[PBIS Supplemental 3](#)





# Exemplars: Expected Behaviors

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

# STAIRS/WALKWAY

## **E**NTHUSIASM

- I am cordial to others on the stairs and walkways.

## **A**TTITUDE

- I respect classroom learning time by using a quiet voice and walking directly to the classroom.

## **G**OALS

- I will maintain a safe space between my body and the rail.
- I will walk my belongings down the stairs.

## **L**EADERSHIP

- I remind others to be safe on stairs and in walkways.

## **E**FFORT

- I follow the travel path by walking on the right side at all times.
- I walk up and down the stairs one step at a time.



## CRUSADER BEHAVIORAL STATEMENT

*We at Kennedy Say...*

**"I am RESPONSIBLE,  
RESPECTFUL, SAFE, and  
I MAKE GOOD CHOICES."**



Getting to the Core



Superior Standards

Supportive School Climate

Successful Students



Getting to the Core



Superior Standards

Supportive School Climate

Successful Students



# CENTURY HIGH SCHOOL

## The Centurion Way

- COMMITMENT
- HONOR
- SUCCESS



Getting to the Core



Superior Standards

Supportive School Climate

Successful Students



# Exemplars: Behavioral Matrix

Getting to the Core










**Superior Standards**

**Supportive School Climate**

**Successful Students**

# Garfield Gator Expectations

<b>Expectations</b> 	<b>Bathroom</b> 	<b>Lunch Area</b> 	<b>Parking Lot</b> 	<b>Playground</b> 	<b>Walking Areas</b> 	<b>Lines</b> 
<b>Be Safe</b>	<ul style="list-style-type: none"> <li>▪ Quickly use the bathroom</li> <li>▪ Walk at all times</li> <li>▪ Keep floors, wall, and mirrors dry</li> <li>▪ Keep feet on the floor at all times</li> </ul>	<ul style="list-style-type: none"> <li>▪ Walk on or in between the yellow line</li> <li>▪ Wait in line</li> <li>▪ Sit at assigned lunch tables</li> <li>▪ Keep all food and trash in lunch baskets and trash cans</li> </ul>	<ul style="list-style-type: none"> <li>▪ Walk only on the sidewalk or walking areas</li> </ul>	<ul style="list-style-type: none"> <li>▪ Follow the school's playground rules for all games and play areas</li> <li>▪ Walk on the black top</li> <li>▪ Slide down one at a time</li> <li>▪ Walk to the classroom line when the bell rings or whistle is heard</li> </ul>	<ul style="list-style-type: none"> <li>▪ Always walk in hallways and corridors</li> <li>▪ Keep your hands and feet to yourself</li> </ul>	<ul style="list-style-type: none"> <li>▪ Keep hands to yourself</li> <li>▪ Face forward</li> <li>▪ Walk and stand quietly</li> <li>▪ One person, one step at a time</li> <li>▪ Use the rail for your safety</li> </ul>
<b>Be Responsible</b>	<ul style="list-style-type: none"> <li>▪ Use the bathroom before class or play time</li> <li>▪ Always wash hands</li> <li>▪ Turn off water faucets</li> <li>▪ Leave after use</li> <li>▪ Flush toilet paper and put paper towels in trash cans</li> <li>▪ Walk up and down the bathroom ramps</li> </ul>	<ul style="list-style-type: none"> <li>▪ Place trash in trash buckets and cans</li> <li>▪ Put red baskets in their place</li> <li>▪ Choose only food you will eat</li> <li>▪ Stay in your lines</li> </ul>	<ul style="list-style-type: none"> <li>▪ Use the crosswalk</li> <li>▪ Walk to school carefully and only with an adult</li> <li>▪ Look both ways before crossing a street</li> </ul>	<ul style="list-style-type: none"> <li>▪ Return equipment: balls, hula hoops, bean bags, and jump ropes to their place</li> <li>▪ Play in assigned areas</li> <li>▪ Treat playground items as if they were your own</li> <li>▪ Drink water before playing</li> </ul>	<ul style="list-style-type: none"> <li>▪ Walk to class on time</li> <li>▪ Sit or stand by your classroom before school starts</li> <li>▪ Take - out homework, pencils, and glasses before entering the classroom</li> </ul>	<ul style="list-style-type: none"> <li>▪ Be on time</li> <li>▪ Be in a single file (as cars on the street are in their <u>own</u> lanes)</li> <li>▪ Stay in your class line</li> </ul>
<b>Be Respectful</b>	<ul style="list-style-type: none"> <li>▪ Wait for your turn</li> <li>▪ Focus on your <u>own</u> business</li> <li>▪ Flush after every use</li> </ul>	<ul style="list-style-type: none"> <li>▪ Say please and thank you</li> <li>▪ Use soft voices</li> <li>▪ Speak in a nice manner</li> <li>▪ Follow the supervisors,' teachers', and principals' directions</li> </ul>	<ul style="list-style-type: none"> <li>▪ Keep your hands, feet, and objects to yourself</li> </ul>	<ul style="list-style-type: none"> <li>▪ Do as the teachers, principal, and supervisors tell you</li> <li>▪ Wait your turn at all playground areas</li> <li>▪ Use please and thank you</li> </ul>	<ul style="list-style-type: none"> <li>▪ Walk on the right at all times (hallways, corridors, and stairways, when entering and exiting doors)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Follow supervisors' teachers,' and principals' directions at all times</li> </ul>



# Sierra Preparatory Academy

	Classroom	Hallways	Restroom	Lunch Area	Office	School-wide
<b>Safety</b> * Free from threat, risk, harm, or danger from self or others	<b>Choose to:</b> * Be on task * Enter and exit in an orderly way * Keep valuables secure	<b>Choose to:</b> * Walk directly to class * Be considerate as you pass others * Keep hands and feet to self	<b>Choose to:</b> * Report unsafe conditions to staff * Pick up after yourself and use facilities properly * Wash your hands	<b>Choose to:</b> * Walk calmly * Report unsanitary conditions * Keep hands, feet and objects to self	<b>Choose to:</b> * Speak quietly * Follow procedures * Walk calmly	<b>Choose to:</b> * Behave in a manner that promotes a secure environment that enables everyone to achieve
<b>Integrity</b> * Be truthful * Strive to succeed * Be honest	<b>Choose to:</b> * Put forth your best effort * Turn quality work in on time * Turn your own work in	<b>Choose to:</b> * Keep noise to a minimum * Use your inside voice	<b>Choose to:</b> * Report poor behavior * Use as if you were the custodian	<b>Choose to:</b> * Pay for your own food * Follow lunch procedures and directions * Report dishonest behavior	<b>Choose to:</b> * Respond to office staff with respect and honesty	<b>Choose to:</b> * Do the right thing even when no one is watching * Communicate with parents honestly
<b>Excellence</b> * Always do your best! * Excel in academics and behavior	<b>Choose to:</b> * Be on time * Bring Agenda daily * Come with assigned tasks completed	<b>Choose to:</b> * Be friendly as you pass from class to class	<b>Choose to:</b> * Be a positive example when using the restroom	<b>Choose to:</b> * Pick up your own trash before leaving area	<b>Choose to:</b> * Demonstrate polite and appropriate behavior	<b>Choose to:</b> * Be the best that you can be in all areas.
<b>Respect</b> * Treat others the way you want to be treated". * Cooperate with and appreciate others	<b>Choose to:</b> * Listen to directions * Follow learned steps and complete assignments * Say please, thank you, and excuse me	<b>Choose to:</b> * Be careful and courteous * Be positive and friendly	<b>Choose to:</b> * Leave the area cleaner than when you entered * Speak with inside voice * Use appropriate and respectful language	<b>Choose to:</b> * Be polite by saying please and thank you * Wait patiently in line * Sit properly at the lunch tables	<b>Choose to:</b> * Hold door open for adults as they enter and exit the building	<b>Choose to:</b> * Show self respect through appearance and behavior * Maintain "Hands Off" policy
<b>Responsibility</b> * Accept credit or blame for your actions	<b>Choose to:</b> * Cooperate with teacher and fellow students * Participate enthusiastically * Own your behavior * Be in your seats on time ready to learn everyday - at the beginning of class	<b>Choose to:</b> * Walk directly to class * Be considerate when you pass others * Keep hallways open and clear * Walk around the grass areas and planters	<b>Choose to:</b> * Place trash in trash can * Flush toilets and wash hands with soap * Use restroom during lunch/nutrition/passing and exit immediately after use	<b>Choose to:</b> * Stay in assigned areas * Exit lunch area promptly when bell rings	<b>Choose to:</b> * Pick up a re-admit slip and be on time to class	<b>Choose to:</b> * Accept responsibility for all of your actions * Have a reading book everyday * Have a jacket without a hood
<b>Attitude</b> * Keep it <b>Positive!</b> * Try new things with openness and enthusiasm	<b>Choose to:</b> * Be a good role model * SLANT (sit up, listen, ask questions, nod, track teacher)	<b>Choose to:</b> * Make positive comments * Make friendly eye contact * Smile	<b>Choose to:</b> * Walk directly to class or common areas after use	<b>Choose to:</b> * Act as if your parents are right next to you * Be willing to pick up trash that is not yours	<b>Choose to:</b> * Smile and be polite * Respond respectfully to adults	<b>Choose to:</b> * Live in the moment and have a positive perspective

Getting to the Core



Superior Standards

Supportive School Climate

Successful Students





# VALLEY FALCONS S.O.A.R.

	SAFE	ORGANIZED	ATTENTIVE	RESPECTFUL
<b>CLASSROOMS</b>	Keep backpacks out of aisles. Use all equipment and supplies as intended. Keep the classroom clean. Report suspicious behavior to trusted adult.  <i>Refer to additional rules posted in individual classrooms.</i>	Be on time to class. Be prepared for class with binder, agenda, writing instrument, and needed materials. All cell phones/electronics should be out of sight and on silent. Remove hats/hoods. Throw trash/gum in cans and recycling. Manage your time wisely.	Attend every day. Follow teacher's requests. Listen quietly when teacher or designated person is speaking. Maintain focus on the lesson. Complete assignments with your best effort.	Be on time to class. Use positive language only. Allow teachers to teach and students to learn. Give and receive feedback kindly. Model positive behavior. Support and encourage each other. Practice academic honesty. Handle conflicts appropriately. Use appropriate volume of voice. Leave others' belongings alone. Follow Valley Dress Code.
<b>INTERIOR HALLWAYS</b>	Stay clear of closed doors. Keep moving – stay to right. Keep body/objects to self. Avoid horseplay. Report suspicious behavior to trusted adult. Keep free from congregating during passing periods.	Throw trash/gum in cans and recycling. During class time carry appropriate pass. During passing period, enter restroom before one minute warning bell. During passing period, retrieve articles from locker before one minute warning bell. Remove hats/hoods.	Move quickly to destination using the quickest route. Open doors slowly. Do not disturb classes in progress.	Use positive language only. Use conversational voice volume. Follow adult instructions. Display affection appropriately. Maintain personal space. Handle conflicts appropriately. Follow Valley Dress Code.
<b>EXTERIOR HALLWAYS</b>	Keep moving – stay to right. Keep body/objects to self. Avoid horseplay. Report suspicious behavior to trusted adult. Keep free from congregating during passing periods. Keep arms/legs inside cart if being transported to nurse.	Throw trash/gum in cans and recycling. During class time carry appropriate pass.	Move quickly to destination using the quickest route.	Use positive language only. Follow adult instructions. Display affection appropriately. Maintain personal space. Handle conflicts appropriately. Follow Valley Dress Code.
<b>RESTROOMS</b>	Use all equipment and supplies as intended. Keep the restroom clean. Please flush and wash hands. Keep writing off stalls and walls. Report suspicious behavior to trusted adult.	During class time carry appropriate restroom pass. During passing period, enter restroom before one minute warning bell.	Report any problems to your teacher or hall monitor. During class, use restroom closest to your class. Return to class promptly.	Use positive language only. Follow adult instructions. Please flush and wash hands. Maintain personal space. Handle conflicts appropriately. Follow Valley Dress Code.

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

# Valley High School

## Classroom Behavioral Expectations



What does S. O. A. R. stand for?

*BEHAVIOR IS A STUDENT CHOICE!*



	Safe	Organized	Attentive	Respectful
Entering the Classroom				
Being on Time				
Requesting to use the Restroom				
Walking to the Library				
Group Work				
During a Test				
Exiting the Classroom				

**PBIS Classroom Matrix**

Getting to the Core



Superior Standards

Supportive School Climate

Successful Students



# Exemplars: PBIS Supporting Documents

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**



# Lowell Elementary Progressive Behavioral Practices



Getting to the Core



Superior Standards

Supportive School Climate

Successful Students

# Valley High School



## Best Instructional Practices

Effective and engaging instruction & classroom activities to diminish behavior problems

### Minor

- Inappropriate language – not directed toward an adult
- Physical contact
- Disruption – side discussions, throwing something across the room, not at anyone
- Defiance – refusal to follow directions
- Not bringing supplies
- Did not turn in homework
- Dress Code – Students
- Eating/chewing gum in class (student does not comply when redirected)
- Applying makeup in class (student does not comply when redirected)
- Using electronics and class (student gives up electronic item to the teacher upon request)

### Major

- Inappropriate language toward any adult
- Assault – toward adult or student (i.e. teacher is pushed is considered an assault)
- Disruption – throwing items across the room at someone
- Chronic defiance (3 times in a class period, over a week)  
Examples include: student talks back. Stopping instruction to deal with the student
- Leaving the class without permission
- Dress Code – Student is revealing or wearing clothing items that are obscene or against school/district policy. (clothing items must be changed out of)

Observe Problem Behavior

Is behavior MINOR or MAJOR?

MINOR

MAJOR

Classroom strategies/management

Referral to office

Teacher consequence

Administration determined consequence.  
\*refer to matrix

Did behavior change?

Complete an ODR and sent to the office without student.  
First two parent contact attempts may be administered with Teleparent. If the behavior continues, a direct call to the parent should be made as part of the progressive plan.

SWIS data input

Yes  
Notice/reward

Admin. Provides teacher feedback in timely manner

Getting to the Core



Superior Standards

Supportive School Climate

Successful Students



# Diamond Elementary

Examples of Minor Behaviors	Examples of Major Behaviors
<ul style="list-style-type: none"><li>• Disrespect/Failure to comply/Defiant</li><li>• Teasing/Taunting/Harassment</li><li>• Inappropriate language</li><li>• Theft</li><li>• Disruption</li><li>• Property Misuse</li><li>• Unsafe Behavior</li></ul>	<ul style="list-style-type: none"><li>• Destruction of property</li><li>• Obscene/sexual misconduct</li><li>• Assault of student/staff</li><li>• Drug/Alcohol related conduct</li><li>• Weapons related conduct</li><li>• Hands-on others/Fighting/Biting</li><li>• Theft</li><li>• Threats/Intimidation</li></ul>

In-Class Consequences for Minor Behaviors	Consequences for Major Behaviors
<ul style="list-style-type: none"><li>• Informal talk and/or warning</li><li>• Conference with student</li><li>• Change in student's work setting</li><li>• Re-teaching expectations</li><li>• Removal of privilege/Time out</li><li>• Beautification Patrol</li><li>• Copying of Behavior Standards</li><li>• Behavior contract</li><li>• Apology Letter/Reflection Page</li><li>• Warning</li></ul>	<ul style="list-style-type: none"><li>• Student Conference</li><li>• Referral to SST/ Behavior Support Plan</li><li>• Formal Apology</li><li>• Referral to outside support agency</li><li>• Behavior Contract</li><li>• Loss of privileges</li><li>• Recess/Lunch Detention</li><li>• Suspension (In-House/ Formal)</li><li>• Expulsion</li></ul>

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

Snap shot: PBIS in progress



Getting to th



# COACHES TRAINING #1

September 19, 2012



2012-13 ELEMENTARY EXPLORATION PLUS COHORT

Superior Standards

Supportive School Climate

Successful Students

# 2012-13 ELEMENTARY EXPLORATION PLUS COHORT TRAINING

SEPTEMBER 19, 2012



Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**





# PBIS Next Steps

**SUPPORT:  
CONTINUED TRAINING,  
COACHING, AND MONITORING  
BY DISTRICT PBIS TEAM**

Getting to the Core



**Superior Standards**

**Supportive School Climate**

**Successful Students**

Santa Ana Unified School District  
1601 E. Chestnut Avenue  
Santa Ana, California 92701

MINUTES

REGULAR MEETING  
SANTA ANA BOARD OF EDUCATION

September 11, 2012

CALL TO ORDER

The meeting was called to order at 4:55 p.m. by President Richardson. Other members in attendance were Dr. Yamagata-Noji and Mr. Palacio.

Cabinet members present were Dr. Meléndez de Santa Ana, Dr. Olsky, Mr. Bishop, Mr. Mendez, Ms. Lohnes, Mr. Dixon, Ms. Miller, and Mr. Hammitt.

CLOSED SESSION PRESENTATIONS

Mr. Richardson asked those wishing to address the Board in matters pertaining to Closed Session to step to the lectern.

There were no individuals wishing to address the Board on matters of Closed Session.

RECESS TO CLOSED SESSION

The Regular Board meeting was immediately recessed to consider legal issues, negotiations, and personnel matters. Mr. Hernández arrived during Closed Session.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 6:23 p.m. Mr. Reyna arrived during Open Session.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Mr. Jimenez and Santa Ana High School's NJROTC with a patriotic musical selection by Angela Jimenez, Senior student at Santa Ana High School and Michael Morales, a recent graduate of Santa Ana High School.

**SUPERINTENDENT' S REPORT**

Dr. Meléndez greeted all present.

Dr. Meléndez stated that the theme to the Board Meeting was **Service to Others**. The suitable theme is a reflection of the tragedy of September 11, 2001. In honor of the precious lives that were lost and the selfless acts of service by caring individuals, she asked all to join her in a moment of silence.

Dr. Meléndez asked Lisa Solomon, Principal of Lowell Elementary, to the lectern for a special presentation. On behalf of the Santa Ana Unified School District, Ms. Solomon thanked Kay Housely and Pat Huffnagle of the Assistance League of Santa Ana. The League has a long history of being a strong District supporter. Through the program, "Operation School Bell", students in schools throughout the District have been able to receive two sets of brand new school uniforms, shoes, backpacks, school supplies, and other essential items to start them off to a good school year. The District's partnership with the Assistance League of Santa Ana is a perfect example of community involvement. Kay Housely and Pat Huffnagle were presented with a bouquet of flowers to show District appreciation for their generosity and service to the students of Santa Ana.

Dr. Meléndez asked Dr. Olsky, Deputy Superintendent, Chief Academic Officer, to the lectern to introduce the members of our Continuous Improvement Team. This advisory team is comprised of teachers, administrators, parents, students, business partners, community organizations, and community members. This team has served as a resource in identifying key areas of focus for the District. Dr. Meléndez is grateful for their hard work and numerous hours invested and contributed to the District.

Dr. Meléndez stated that the continued trend of improvement attributes to the quality service that District teachers provide to students. The District's goal is to provide all students a high-quality education that prepares them to be college and career ready.

Dr. Meléndez concluded her remarks by stating that District facilities are by far some of the best in any school district. Recently she had the opportunity to visit Franklin Elementary, one of the oldest elementary schools in the District. Dr. Meléndez was extremely impressed by how well the facility has been maintained, and is excited for modernization projects that will take place in the near future. She is very proud of the work and service that has been provided to make Santa Ana a prime example of great school facilities due to the leadership of the Board of Education.

#### RECOGNITION

#### Classified Employee of the Month for September 2012, William Edward Davis

President Richardson called Mr. Hammitt to the lectern; he introduced Mr. Thomas Hummel, Assistant Principal at Santa Ana High School, and Mr. William Edward Davis. Mr. Davis was nominated for his poster example of a Plant Custodian; efficient, dedicated, a positive attitude, and steadfast attention to detail.

PRESENTATION

Standardized Testing and Reporting Results - California Standards Test

Board President Richardson asked Dr. Olsky, Ed.D., Deputy Superintendent, Chief Academic Officer, to step to the lectern. Dr. Olsky provided information regarding student's performance on the 2012 Standardized Testing and Reporting (STAR) results - California Standards Test (CST).

CHANGE IN ORDER OF AGENDA

PUBLIC PRESENTATIONS

Board President Richardson asked those wishing to address the Board on matters related to agenda items to step to the lectern. Dr. Raúl Rodríguez, Chancellor of the Rancho Santiago Community College District, addressed the Board on Measure Q. He urged the community to vote YES the measure which will allow Santa Ana College to continue providing affordable, high quality education that local students need and provides 21<sup>st</sup> century job skills.

PRESENTATION

Construction and Building Services Summer Projects Update

Board President Richardson asked Mr. Dixon, Assistant Superintendent, Facilities and Governmental Relations, to step to the lectern. Mr. Dixon provided information regarding projects undertaken during the summer in preparation for the 2012-13 school year.

CHANGE IN ORDER OF AGENDA

Mr. Richardson received Board consensus to take Action Items 8.0, 9.0, and 10.0.

- 8.0 APPROVAL OF JOINT USE AGREEMENT WITH CITY OF SANTA ANA FOR GARFIELD ELEMENTARY SCHOOL
- 9.0 APPROVAL OF AGREEMENT WITH CITY OF SANTA ANA FOR REIMBURSEMENT OF CONSTRUCTION COSTS FOR GARFIELD ELEMENTARY SCHOOL MULTI-PURPOSE ROOM/COMMUNITY CENTER
- 10.0 AUTHORIZATION TO AWARD CONTRACT FOR LEASE-LEASEBACK CONSTRUCTION PROJECT FOR GARFIELD ELEMENTARY SCHOOL

Board President Richardson asked Mr. Ono and Ms. Edwards from the City of Santa Ana if they wished to address the Board on matters related to Action Items 8.0, 9.0, and 10.0, to step to the lectern. Mr. Ono and Ms. Edwards thanked the Board for their support and partnership. They expressed their desire to enter into an Agreement to provide joint use and maintenance of the Community Center, and parking lots at Garfield Elementary School.

8.0 APPROVAL OF JOINT USE AGREEMENT WITH CITY OF SANTA ANA FOR GARFIELD ELEMENTARY SCHOOL

It was moved by Mr. Palacio, seconded by Mr. Reyna, and carried 5-0, to approve the Joint Use Agreement with the City of Santa Ana for Garfield Elementary School.

9.0 APPROVAL OF AGREEMENT WITH CITY OF SANTA ANA FOR REIMBURSEMENT OF CONSTRUCTION COSTS FOR GARFIELD ELEMENTARY SCHOOL MULTI-PURPOSE ROOM/COMMUNITY CENTER

It was moved by Mr. Palacio, seconded by Mr. Reyna, and carried 5-0, to approve the agreement with the City of Santa Ana for Reimbursement of Construction Costs for Garfield Elementary School Multi-purpose Room/Community Center.

10.0 AUTHORIZATION TO AWARD CONTRACT FOR LEASE-LEASEBACK CONSTRUCTION PROJECT FOR GARFIELD ELEMENTARY SCHOOL

It was moved by Mr. Palacio, seconded by Mr. Reyna, and carried 5-0, to authorize staff to award a contract to Balfour Beatty Construction for the Lease-Leaseback Construction Project for Garfield Elementary School in the amount of \$11,514,770.

CHANGE IN ORDER OF AGENDA

Mr. Richardson received Board consensus to take Action Item 12.0.

12.0 APPROVAL OF RECOGNITION BY SANTA ANA UNIFIED SCHOOL DISTRICT OF SANTA ANA SCHOOL POLICE OFFICERS ASSOCIATION

It was moved by Mr. Hernández, seconded by Dr. Yamagata-Noji, and carried 5-0, to approve the Santa Ana Unified School District's recognition of the Santa Ana School Police Officers Association (SASPOA) as an exclusive representative bargaining unit.

PRESENTATION

Unaudited Actuals and Budget Update

Board President Richardson asked Mr. Bishop, Sr., CBO, Deputy Superintendent, Operations, to step to the lectern. Mr. Bishop provided information regarding the possibility of additional State Budget cuts.

CHANGE IN ORDER OF AGENDA

Mr. Richardson received Board consensus to take Action Item 4.0.

4.0 APPROVAL OF DISTRICT'S UNAUDITED ACTUALS FOR 2011-12 SCHOOL YEAR

It was moved by Mr. Palacio, seconded by Mr. Hernández, and carried 5-0, to approve the District's Unaudited Actuals for 2011-12 school year.

**1.0 APPROVAL OF CONSENT CALENDAR**

It was moved by Mr. Hernández, seconded by Mr. Richardson, and carried 5-0, to approve the items on the Consent Calendar, as follows:

- 1.1 Approval of Minutes of Regular Board Meeting - August 28, 2012
- 1.2 Approval of Head Start Budget Adjustment for 2012-13 Program Year
- 1.3 Approval of Application Certification for Continued Participation in Class Size Reduction Operations Funding Program for Grades K-3 for 2012-13 School Year
- 1.4 Approval of Memorandum of Understanding with Dana Point Ocean Institute for Sepulveda Elementary School for 2012-13 School Year
- 1.5 Approval of Extended Field Trip(s) in Accordance with Board Policy (BP) 6153 - School-Sponsored Trips and Administrative Regulation (AR) 6153.1 - Extended School-Sponsored Trips
- 1.6 Approval of Payment and Reimbursement of Costs Incurred for Students with Disabilities for 2012-13 School Year
- 1.7 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of August 8, 2012 through August 28, 2012
- 1.8 Ratification of Expenditure Summary and Warrant Listing for Period of August 8, 2012 through August 28, 2012
- 1.9 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of August 8, 2012 through August 28, 2012
- 1.10 Adoption of Resolution No. 12/13-2934 - Authorization of District Appropriations Limits for Fiscal Years 2011-12 and 2012-13
- 1.11 Acceptance of Completion of Contract for Bid Package No. 7 Painting at Willard Intermediate School Under Modernization Program
- 1.12 Acceptance of Completion of Contract for Bid Package No. 11 HVAC, Structural Steel Framing, and Metal Fabrications at Willard Intermediate School Under Modernization Program
- 1.13 Approval of Substitute Subcontractor for Bid Package No. 13 Heating, Ventilation, and Air Conditioning at Carr Intermediate School Under Modernization Program

- 1.14 Acceptance of Completion of Contract for Bid Package No. 14 Ceramic Tile at Willard Intermediate School Under Modernization Program
- 1.15 Acceptance of Completion of Contract for Bid Package No. 15 Theater Electrical at Santa Ana High School Under Modernization Program
- 1.16 Approval of Amendment to Designated Positions and Disclosure Categories for Statement of Economic Interest Filing

**REGULAR AGENDA - ACTION ITEMS**

- 2.0 ACCEPTANCE OF GIFTS IN ACCORDANCE WITH BOARD POLICY 3290 - GIFTS, GRANTS, AND BEQUESTS

It was moved by Mr. Richardson, seconded by Mr. Reyna, and carried 4-0, Dr. Yamagata-Noji out of room, to accept gifts in accordance with Board Policy (BP) 3290 - Gifts, Grants, and Bequests.

- 3.0 ADOPTION OF BOARD POLICY 6170.1 - TRANSITIONAL KINDERGARTEN

It was moved by Mr. Reyna, seconded by Mr. Hernández, and carried 5-0, to adopt Board Policy (BP) 6170.1 - Transitional Kindergarten.

- 4.0 APPROVAL OF DISTRICT'S UNAUDITED ACTUALS FOR 2011-12 SCHOOL YEAR

Action on this item was taken earlier in the meeting.

- 5.0 ADMINISTRATIVE REGULATION 3515.2 - DISRUPTIONS (REVISED: FOR IMPLEMENTATION)

No action required.

- 6.0 BOARD POLICY 6163.2 - ANIMALS AT SCHOOL (REVISED: FOR FIRST READING)

No action required.

- 7.0 ADMINISTRATIVE REGULATION 4032 - REASONABLE ACCOMMODATION (REVISED: FOR FIRST READING)

No action required.

- 8.0 APPROVAL OF JOINT USE AGREEMENT WITH CITY OF SANTA ANA FOR GARFIELD ELEMENTARY SCHOOL

Action on this item was taken earlier in the meeting.

- 9.0 APPROVAL OF AGREEMENT WITH CITY OF SANTA ANA FOR REIMBURSEMENT OF CONSTRUCTION COSTS FOR GARFIELD ELEMENTARY SCHOOL MULTI-PURPOSE ROOM/COMMUNITY CENTER

Action on this item was taken earlier in the meeting.

- 10.0 AUTHORIZATION TO AWARD CONTRACT FOR LEASE-LEASEBACK CONSTRUCTION PROJECT FOR GARFIELD ELEMENTARY SCHOOL

Action on this item was taken earlier in the meeting.

- 11.0 AUTHORIZATION TO AWARD CONTRACT FOR BID PACKAGE NO. 1 GENERAL CONSTRUCTION AT DIAMOND ELEMENTARY SCHOOL UNDER MODERNIZATION PROGRAM

It was moved by Mr. Palacio, seconded by Dr. Yamagata-Noji, and carried 5-0, to authorize staff to award a contract to Dalke & Sons Construction Inc., for Bid Package No. 1 General Construction at Diamond Elementary School in the amount of \$2,274,480 under the Modernization Program.

- 12.0 APPROVAL OF RECOGNITION BY SANTA ANA UNIFIED SCHOOL DISTRICT OF SANTA ANA SCHOOL POLICE OFFICERS ASSOCIATION

Action on this item was taken earlier in the meeting.

- 13.0 APPROVAL OF PERSONNEL CALENDAR

It was moved by Mr. Reyna, seconded by Mr. Richardson, and carried 5-0, to approve the Personnel Calendar.

- 14.0 ADOPTION OF RESOLUTION NO. 12/13-2938 - PROCLAIMING SEPTEMBER 15 THROUGH OCTOBER 15, 2012 AS NATIONAL HISPANIC HERITAGE MONTH

It was moved by Mr. Reyna, seconded by Mr. Richardson, and carried 5-0, to adopt Resolution No. 12/13-2938 proclaiming September 15 through October 15, 2012 as Santa Ana Unified School District's National Hispanic Heritage Month.

- 15.0 APPROVAL OF SUPERINTENDENT'S CONTRACT

It was moved by Mr. Richardson, seconded by Mr. Reyna, and carried 5-0, to approve the Superintendent's Contract.

- 16.0 BOARD AND STAFF REPORTS/ACTIVITIES

Mr. Reyna

- Had great conversations at the Staff Appreciation Bar-B-Que.
- Attended a great football game, Valley High School vs. Beckman High.
- Stated that the construction looks incredible at Edison and Lowell Elementary Schools; fantastic job by Mr. Dixon and staff.
- Mentioned the Fiestas Patrias will be held this weekend.



Mr. Palacio

- Mentioned that the school modernizations are going beyond the internal mechanical systems to external elements such as gates and landscaping.
- Opportunity to attend the Red Ribbon cutting at the Boys and Girls Club.

Dr. Yamagata-Noji

- Mentioned the great service the Assistance League provides.
- Opportunity to meet with the Educational Pioneers; very accomplished professionals.

Mr. Richardson

- Opportunity to spend time at Willard Intermediate School; very excited with new atmosphere and leadership.
- Visited Santiago Elementary School, kudos to them.
- Mentioned that on October 1<sup>st</sup> Edison Elementary School will celebrate their re-opening and 75<sup>th</sup> birthday.
- Stated that the Santa Ana High School Class of "62" Reunion tour for alumni was an inspiration with a universal appreciation; thanked Principal Julie Infante and staff.
- Thanked Dr. Melendez and Mr. Jimenez for the Board Meeting's theme of Service to Others.

**REPORT OF ACTION TAKEN IN CLOSED SESSION**

By a vote of 3-0, the Board took action to approve the Workers' Compensation Compromise and Release for former classified employee, as named in Closed Session, Claim No. SUSD-006093 - in the amount of \$55,000 to resolve all issues.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:45 p.m.

The next Regular Meeting will be held on Tuesday, September 25, 2012, at 6:00 p.m.

ATTEST:

\_\_\_\_\_  
Dr. Thelma Meléndez de Santa Ana  
Secretary  
Santa Ana Board of Education

1 RESOLUTION NO. 12/13-2934

2 BOARD OF EDUCATION

3 SANTA ANA UNIFIED SCHOOL DISTRICT

4 ORANGE COUNTY, CALIFORNIA

5 **Appropriations Limits for Fiscal Years 2011-12 and 2012-13**

6  
7 WHEREAS, Article XIII B of the California Constitution provides certain  
8 limitations and controls on the total annual appropriations of any school  
9 district; and,

10 WHEREAS, Division 9, (commencing with Section 7900) of Title 1 of the  
11 Government Code provides for the implementation of Article XIII B; and,

12 WHEREAS, Education Code Sections 1629 and 42132 provide that the governing  
13 body of each school district shall annually adopt a resolution to identify the  
14 estimated appropriations limit for the district for the current fiscal year and  
15 the actual appropriations limit for the district for the preceding fiscal year;  
16 and,

17 WHEREAS, the documentation used in determining the appropriations limits for  
18 fiscal years 2011-12 and 2012-13 is available for public inspection in the Office  
19 of the Associate Superintendent, Business Services.

20 NOW, THEREFORE, BE IT RESOLVED: That the Board of Education hereby declares  
21 as follows:

22 1. The actual appropriations limit for 2011-12 was \$324,176,136, and the  
23 appropriations in the 2011-12 budget did not exceed the limitations imposed by  
24 Article XIII B of the California Constitution.

25 2. The appropriations limit for 2012-13 is estimated to be \$332,192,607,  
26 and the appropriations in the 2012-13 budget do not exceed the limitations imposed  
27 by Article XIII B of the California Constitution.

28 ///

29           Upon motion of Member Hernandez and duly seconded, the foregoing  
30 Resolution was adopted by the following vote:

31

32           AYES: Rob Richardson, Jose Hernandez, Audrey Yamagata-Noji  
              John Palacio, and Roman Reyna

33           NOES:

34           ABSENT

35

36 STATE OF CALIFORNIA        )

37                                        ) SS:

38 COUNTY OF ORANGE         )

39

40           I, Thelma Meléndez de Santa Ana, Ph.D., Secretary of the Board of Education  
41 of the Santa Ana Unified School District of Orange County, California, hereby  
42 certify that the above and foregoing Resolution was duly adopted by the said Board  
43 at a regular meeting thereof held on the 11th day of September, 2012, and passed  
44 by a vote of 5-0 of said Board.

45           IN WITNESS WHEREOF, I have hereunto set my hand this 11th day of  
46 September, 2012.

47

48



49           Thelma Meléndez de Santa Ana, Ph.D.,

50           Secretary Board of Education

51           Santa Ana Unified School District

52

53

54

55

56

Santa Ana Unified School District  
 GIFTS RECOMMENDED FOR ACCEPTANCE - September 11, 2012

School:	Gift:	Amount:	Donor:	Used for:
Diamond Elementary		\$2,500	Merchant Payment Solutions Ms. Veronica Saldivar Newport Beach	Fourth grade field trips
Santa Ana High	Sharp 60" Television	\$2,015	University of California, Irvine Ms. Vicki Ruiz Irvine	Art class lessons
Sierra Preparatory Academy		\$700	Anonymous	Speech and debate team expenses
Century High		\$6,000	Xerox Business Services, LLC Ms. Maria A. Jimenez Santa Ana	Senior scholarships
Santa Ana High		\$500	Target Books for Schools Ms. Ana Garcia Santa Ana	Library books
Segerstrom High		\$500	Santa Ana North Rotary Club Mr. Charles Huges Santa Ana	Supplies for Track and Field Team
Segerstrom High		\$1,000	Santa Ana Police Officers Association Ms. Rosie Reed Santa Ana	Scholarship awards
<b>September 11, 2012 donations</b>		<b>\$ 13,215</b>		
<b>2012 Total donations</b>	<b>\$356,673</b>	<b>\$369,888</b>		

For purposes of determining the estimated value of a gift, the District does not perform an appraisal or other such valuation, rather simply reports the value of the gift as provided by the donor.

CO:eh

**SANTA ANA UNIFIED SCHOOL DISTRICT****BP 6170.1(a)****Instruction****Transitional Kindergarten**

The Governing Board desires to offer a high-quality transitional kindergarten program for eligible children who do not yet meet the minimum age criterion for kindergarten. The program shall assist children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The District's transitional kindergarten shall be the first year of a two-year kindergarten program experience for students who are born between September and December. (Education Code 48000)

The Board encourages ongoing collaboration among District preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation. (cf. 0420 - School Plans/Site Councils) (cf. 1220 - Citizen Advisory Committees) (cf. 6020 - Parent Involvement)

**Eligibility**

The District's transitional kindergarten program shall admit children whose fifth birthday lies between: (Education Code 48000)

1. November 2 and December 2 in the 2012-13 school year
2. October 2 and December 2 in the 2013-14 school year
3. September 2 and December 2 in the 2014-15 school year and each school year thereafter

Parents/guardians of eligible children shall be notified of the availability of this program and the age, residency, and any other enrollment requirements. Enrollment in the transitional kindergarten program shall be voluntary. (cf. 5111 - Admission) (cf. 5111.1 - District Residency) (cf. 5111.12 - Residency Based on Parent/Guardian Employment) (cf. 5111.13 - Residency for Homeless Children) (cf. 5141.22 - Infectious Diseases) (cf. 5141.3 - Health Examinations) (cf. 5141.31 - Immunizations) (cf. 5141.32 - Health Screening for School Entry)

**Curriculum and Instruction**

The District's transitional kindergarten program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000) (cf. 6141 - Curriculum Development and Evaluation) (cf. 6161.1 - Selection and Evaluation of Instructional Materials)

Upon recommendation by the Superintendent or designee, the Board shall approve academic standards for transitional kindergarten that bridge preschool learning foundations and kindergarten standards. Such standards

**BP 6170.1(b)**

shall be designed to facilitate students' development in essential skills which may include, as appropriate, language and literacy, mathematics, physical development, the arts, science, social sciences, English language development, and social-emotional development. (cf. 5148.3 - Preschool/Early Childhood Education) (cf. 6011 - Academic Standards) (cf. 6174 - Education for English Language Learners)

The number of instructional minutes offered in transitional kindergarten shall be the same as that required for the District's kindergarten program. (cf. 6111 - School Calendar) (cf. 6112 - School Day)

Transitional kindergarten students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

Pursuant to Education Code 46111 and 46117, at the kindergarten level the minimum school day is 180 minutes and the maximum school day is four hours (240 minutes), unless the District has adopted an extended-day kindergarten pursuant to Education Code 8973.

**Staffing**

Teachers assigned to teach in transitional kindergarten classes shall possess a teaching credential or permit that authorizes instruction at the kindergarten grade level. (cf. 4112.2 - Certification)

The Superintendent or designee may provide professional development as needed to ensure that transitional kindergarten teachers are knowledgeable about District standards and effective instructional methods for teaching young children. (cf. 4131 - Staff Development)

**Continuation to Kindergarten**

Students who complete the transitional kindergarten program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed parental permission form for kindergarten attendance.

A student shall not attend more than two years in a combination of transitional kindergarten and kindergarten. (Education Code 46300)

Based on academic success, as demonstrated on multiple measures, students can be accelerated to first grade and not required to attend kindergarten the following year (cf. 5123 - Promotion/Acceleration/Retention)

**Program Evaluation**

The Superintendent or designee shall develop or identify appropriate assessments of transitional kindergarten students' development and progress.

He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards. (cf. 0500 - Accountability) (cf. 6162.5 - Student Assessment)

**BP 6170.1(c)**

## Legal Reference:

EDUCATION CODE

8973 Extended-day kindergarten  
 44258.9 Assignment monitoring by county office of education  
 46111 Kindergarten, hours of attendance  
 46114-46119 Minimum school day, kindergarten  
 46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten  
 48000 Minimum age of admission (kindergarten)  
 48002 Evidence of minimum age required to enter kindergarten or first grade  
 48200 Compulsory education, starting at age six  
 60605.8 Academic Content Standards Commission, development of Common Core Standards

## Management Resources:

## CSBA PUBLICATIONS

Transitional Kindergarten, Issue Brief, July 2011

## CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES ASSOCIATION PUBLICATIONS

Transitional Kindergarten (TK) Planning Guide: A Resource for Administrators of California Public School Districts, November 2011

## CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

California Preschool Curriculum Framework, Vol. 1, 2010

California Preschool Learning Foundations, Vol. 1, 2008

Prekindergarten Learning Development Guidelines, 2000

First Class: A Guide for Early Primary Education, 1999

## COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

11-08 Transitional Kindergarten Assignments, Credential Information Alert, August 25, 2011

## WEB SITES:

CSBA: <http://www.csba.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education: <http://www.cde.ca.gov>

California Kindergarten Association: <http://www.ckanet.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://www.tkcalifornia.org>

Adopted:

Santa Ana, CA

**SANTA ANA UNIFIED SCHOOL DISTRICT**

**AR 3515.2(a)**

**Business and Noninstructional Operations**

**Disruptions**

The principal or designee may direct an individual to leave school grounds when there is a reasonable basis for concluding that the person is committing an act that is likely to interfere with the peaceful conduct of school activities or that the person has entered the campus with the purpose of committing such an act. This shall not apply to students, Governing Board members or employees of the school, or others required by their employment to be on school grounds. (Penal Code 626.7) (cf. 4158- Employee Security)

The principal or designee may direct any specified sex offender or drug offender to leave school grounds. This does not apply to a student, parent/guardian of a student attending that school, or an individual who has obtained prior written permission for entry from the principal or designee.

When directing such a person to leave, the principal or designee shall inform the person that he/she will be guilty of a crime if he/she:

1. Remains after being directed to leave (Penal Code 626.81)
2. Returns to the campus without following the school's posted registration requirements (Penal Code 626.7)
3. Returns within seven days after being directed to leave (Penal Code 626.81, 626.85) cf. 0450 Comprehensive Safety Plan) (cf. 1250 Visitors/Outsiders) (cf. 3515.3 District Police/Security Department) (cf. 3515.5 - Sex Offender Notification) (cf. 4158/4258/4358 - Employee Security) (cf. 5131.4 - Campus Disturbances).

The principal or designee shall also notify law enforcement as appropriate.

**Registered Sex Offender Parent**

To the extent that District officials have actual knowledge that a parent, legal guardian, or other person seeking to be present on school property or at a school sponsored activity is a registered sex offender based on an offense against a child (a person under the age of 17), the following procedures shall apply:

Only known registered sex offenders, based on an offense against a child, who are also parents or legal guardians of a child or children enrolled in District schools, will be permitted on school property or to be in attendance at school-sponsored activities. No other persons known to be registered sex offenders, based on an offense against a child, will be permitted to be present on school property or at any school-sponsored activity. A parent or legal guardian to whom these



**AR 3515.2(b)**

procedures apply must comply with all requirements. Failure to do so generally will result in that person's losing the privilege of visiting any District campuses or attending any school-sponsored activities, regardless of location. For a parent or administrative conference, the person will:

- a) call the campus principal and schedule a meeting before coming to the school;
  - b) report immediately to the office upon arriving at school and obtain a visitor's badge, as required of all visitors to the school;
  - c) be escorted by a school employee the entire time he or she is on campus;
  - d) have no unescorted access to any common area of the building, meaning cafeterias, auditoriums, breezeways, open areas for gathering on any campus, and so on;
  - e) have no unescorted access to any classroom where students other than his or her child are present; and
  - f) be escorted back to his or her vehicle by a school employee at the conclusion of the visit.
1. When dropping off or picking up a child to or from school the person will:
    - a) call the campus principal and schedule the time of drop off or pick up;
    - b) pick up or drop off the child in the presence of the campus administrator or designee; and
    - c) be escorted back to his or her vehicle by a school employee after the child has been picked up or dropped off.
  2. Prior to attending any before school, or after school, or extra-curricular event the person will:
    - a) call the campus principal and state his or her intent to attend the event, no later than 24 hours before the start of the event;
    - b) sign in at a place designated by the campus principal upon arrival at the event;
    - c) sign out at a place designated by the campus principal before departing the event; and
    - d) be escorted to his or her vehicle by a school employee at the time of the departure from the event.
  3. When picking up or dropping off a student at an extra-curricular activity, on or off school property, the person will:
    - a) contact the campus administrator and make arrangements for picking up or dropping off the student; and
    - b) remain in the vehicle while waiting for the student.

AR 3515.2(c)

4. A parent or legal guardian who is subject to these procedures based on his or her identification as a registered sex offender because of an offense against a child is prohibited from transporting any student or child (other than his or her own child) to or from any District campus or school-sponsored activity without express written permission from the parent or guardian of the student.
5. Any person subject to these procedures is also prohibited from working as a volunteer for the District, including but not limited to volunteering for school related activities such as booster clubs and class fund-raisers.

#### **Appeal Procedure**

Any person who is asked to leave a public school building or grounds may appeal to the Superintendent or designee. This appeal shall be made no later than the second school day after the person has departed from the school building or grounds. After reviewing the matter with the principal or designee, the Superintendent or designee shall render his/her decision within 24 hours after the appeal is made, and this decision shall be binding. (Education Code Section 32211).

The decision of the Superintendent designee may be appealed to the Governing Board. Such an appeal be made no later than the second school day after the Superintendent or designee has rendered his/her decision.

The Board shall consider and decide the appeal at its next scheduled regular or adjourned regular public meeting. The Board's decision shall be final. (Education Code Section 32211).

#### **Gun-Free School Zone**

Possession of unauthorized firearms, dangerous instruments, weapons or devices is prohibited within 1000 feet of school grounds. (Penal Code Section 626.9, 626.10) (cf. 5131.7 Weapons and Dangerous Instruments) (cf. 5144.1 Suspension and Expulsion/Due Process).

1 RESOLUTION NO. 12/13-2938

2 BOARD OF EDUCATION

3 SANTA ANA UNIFIED SCHOOL DISTRICT

4 ORANGE COUNTY, CALIFORNIA

5 Proclamation Declaring National Hispanic Heritage Month -  
6 September 15-October 15, 2012

7 WHEREAS, September 15 through October 15, 2012, has been declared National  
8 Hispanic Heritage Month by the President and the Congress of the United States;  
9 and

10 WHEREAS, in 1968 President Lyndon B. Johnson proclaimed the week of  
11 September 15, 1968, as the First National Hispanic Heritage Week; and

12 WHEREAS, the founding of the United States is intertwined with the  
13 historical settlement and development of the Southwest by descendants of Spanish  
14 settlers and indigenous peoples; and

15 WHEREAS, the Latino population continues to contribute significantly to the  
16 political, economic, and social development of the nation; and

17 WHEREAS, the Santa Ana Unified School District serves 53,289 Latino students  
18 or approximately 93.1% of the student population within its K-12 educational  
19 system; and

20 WHEREAS, the Santa Ana Unified School District recognizes the diversity  
21 reflected within the city of Santa Ana, as well as its students and staff, and  
22 respects the contributions, culture, and heritage of Latinos in the community;

23 NOW, THEREFORE, BE IT RESOLVED, that the Board of Education recognizes  
24 September 15 through October 15, 2012 as National Hispanic Heritage Month and  
25 encourages teachers, other staff members, students, and the community to use this  
26 opportunity to honor the contributions of our Latino population.

27 Upon motion of Member Richardson and duly seconded, the foregoing  
28 Resolution was adopted by the following vote:

1 AYES: Rob Richardson, Jose Hernandez, Audrey Yamagata-Noji  
2 John Palacio, and Roman Reyna

3 NOES:

4 ABSENT

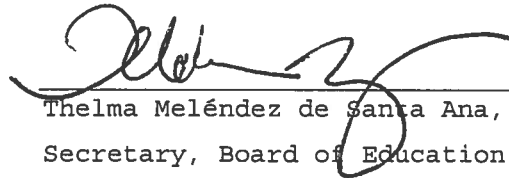
5 STATE OF CALIFORNIA )

6 ) ss.

7 COUNTY OF ORANGE )

8 I, Thelma Meléndez de Santa Ana, Secretary of the Board of Education of the  
9 Santa Ana Unified School District of Orange County, California, hereby certify  
10 that the above and foregoing Resolution was duly adopted by the said Board at a  
11 regular meeting thereof held on the 11 day of September, 2012, and  
12 passed by a vote of 5-0 of said Board.

13 IN WITNESS WHEREOF, I have hereunto set my hand this 12 day of  
14 September, 2012.

15  
16  
17   
18 \_\_\_\_\_  
19 Thelma Meléndez de Santa Ana, Ph.D.  
20 Secretary, Board of Education  
21 Santa Ana Unified School District  
22  
23  
24

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>RETIREMENTS</b>					
Malstead, Jeffrey	Teacher	Century	August 30, 2012		Retirement - 28 years
<b>RESIGNATIONS</b>					
	Associate Superintendent of Human Resources				
Lopez, Juan M.	Human Resources		September 7, 2012		Accepted another position - 8 years
<b>NEW HIRES/RE-HIRES</b>					
Aragon, Rigoberto	Counselor	Carr	August 27, 2012		New Hire - Temporary 44909
Arroyo, Francisco	Teacher	Willard	August 16, 2012		Rehire - Permanent
Avila, Viridiana	Teacher	Carr	August 23, 2012		New Hire - Temporary 44909
Aza, Vince	Teacher	McFadden	August 16, 2012		New Hire - Temporary 44909
Belida, Ryan	Teacher	Valley	August 27, 2012		New Hire - Temporary 44909
Benitez, Jennifer	Teacher	Valley	August 20, 2012		New Hire - Temporary 44909
Bolen, Lisa	Teacher	Willard	August 16, 2012		New Hire - Temporary 44909
Bomgren, Deborah	Teacher	Lorin Griset	August 20, 2012		New Hire - Temporary 44909

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>NEW HIRES/RE-HIRES (Continued)</b>					
Brandt, Samantha	Teacher	Roosevelt	August 16, 2012		Rehire - Temporary 44909 (sharing 50%)
Bruhl, Irene	Psychologist	Psychological Services	August 16, 2012		New Hire - Probationary I
Cates, Cheryl	Speech and Language Pathologist	Speech Department	August 17, 2012		New Hire - Probationary I
Cavazos, Teresa	Teacher	Valley	August 16, 2012		New Hire - Temporary 44909
Chavarella, Sarah	Teacher	Carver	August 21, 2012		New Hire - Temporary 44920
Cockrill, Kelly	Preschool Teacher	Mitchell	August 16, 2012		New Hire - Intern
Coronel, Ismael	Teacher	Valley	August 16, 2012		New Hire - Temporary 44909
DaSilva, Careen	Teacher	Villa	August 16, 2012		Rehire - Probationary II
Delgadillo, Jose	Teacher	Sepulveda	August 21, 2012		New Hire - Temporary 44920
Eastly, Nicole	Teacher	Visual and Performing Arts	August 16, 2012		New Hire - Temporary 44909
Elizondo-Rodriguez, Leslie	Teacher	Valley	August 20, 2012		New Hire - Intern
Encinas, David	Teacher	Willard	August 28, 2012		New Hire - Temporary 44909 (40% of everyday)

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

Personnel Calendar  
 Board Meeting - September 11, 2012

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>NEW HIRES/RE-HIRES (Continued)</b>					
Erhard, Mike	Speech and Language Pathologist	Speech Department	August 16, 2012		Rehire - Probationary II
Espinoza Onofre, Danelia	Counselor	McFadden	August 9, 2012		New Hire - Temporary 44909
Foraker, Anna	Teacher	Sierra	August 16, 2012		New Hire - Temporary 44909
Goins, Lisa	Teacher	Santa Ana	August 16, 2012		New Hire - Temporary 44909
Gonzalez, Araceli	Teacher	McFadden	August 20, 2012		New Hire - Temporary 44909
Gregory, Caitlyn	Teacher	Esqueda	August 16, 2012		New Hire - Temporary 44909
Gutierrez, Karina	Teacher	Jefferson	August 22, 2012		New Hire - Temporary 44920
Henry, Elizabeth	Teacher	Villa	August 17, 2012		New Hire - Temporary 44909
Hernandez Avilez, Annabel	Teacher	Valley	August 21, 2012		New Hire - Temporary 44909
Hoffmann, Alan	Teacher	Century	August 16, 2012		New Hire - Temporary 44909
Howard, Nicol	Teacher	Monte Vista	August 20, 2012		New Hire - Temporary 44920
Inman-Olinger, Alexandra	Teacher	Mendez	August 16, 2012		New Hire - Temporary 44909

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

Personnel Calendar  
 Board Meeting - September 11, 2012

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>NEW HIRES/RE-HIRES (Continued)</b>					
Jacobs, Jillian	Teacher	McFadden	August 20, 2012		New Hire - Temporary 44909
Johnston, Natalie	Speech and Language Pathologist	Speech Department	August 16, 2012		New Hire - Probationary I
Juarez, Crystal	Teacher	Wilson	August 21, 2012		New Hire - Temporary 44920
Knobbe, Christine	Teacher	Valley	August 16, 2012		New Hire - Temporary 44909
Kunkle, Nathan	Teacher	Willard	August 27, 2012		New Hire - Temporary 44909
Lagattuta, Michael	Teacher	Villa	August 16, 2012		New Hire - Temporary 44909
Lee, Jinwoo	Teacher	Carr	August 23, 2012		New Hire - Temporary 44909
Marting, Danielle	Teacher	Santa Ana	August 27, 2012		New Hire - Intern
Masri, Jalal	Teacher	Willard	August 16, 2012		New Hire - Temporary 44909
McLain, Amy	Preschool Teacher	Mitchell	August 22, 2012		New Hire - Temporary 44909
McMackin, Donald	NJROTC	Saddleback	August 16, 2012		Rehire - NJROTC 44912
Medina, Anthony	Teacher	Lathrop	August 21, 2012		New Hire - Temporary 44909
Medina, Jamil	Teacher	King	August 16, 2012		New Hire - Temporary 44920

**Chad Hammitt, Assistant Superintendent, Personnel Services**



**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>NEW HIRES/RE-HIRES (Continued)</b>					
Morgan, Juliana	Teacher	Saddleback	August 16, 2012		New Hire - Temporary 44909
Morrell, Kathryn	Teacher	Carr	August 16, 2012		New Hire - Temporary 44909
Morten, Jessica	Teacher	Carver	August 20, 2012		New Hire - Temporary 44920
Muller, Helen	Teacher	Saddleback	August 16, 2012		New Hire - Intern
Murgolo, Kimberly	Teacher	Lorin Grisct	August 16, 2012		Rehire - Temporary 44909 (partial 33.3%)
Oliver, Harry	NJROTC	Santa Ana	August 16, 2012		Rehire - NJROTC 44912
Orchard, Sarah	Teacher	Saddleback	August 20, 2012		New Hire - Temporary 44909
Ortiz, Marcela	Psychologist	Psychological Services	August 27, 2012		New Hire - Probationary I
Osseck, Thomas	NJROTC	Santa Ana	August 16, 2012		Rehire - NJROTC 44912
Park, Deborah	Teacher	Mendez	August 16, 2012		New Hire - Temporary 44909
Parvin, Jodi	Nurse	Pupil Support Services	August 9, 2012		New Hire - Temporary 44909
Penman, Jennifer	Teacher	Davis	August 16, 2012		New Hire - Temporary 44920
Pereyra, Jose	Counselor	Valley	August 15, 2012		New Hire - Temporary 44909

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>NEW HIRES/RE-HIRES (Continued)</b>					
Petri, Kristen	Teacher	Spurgeon	August 16, 2012		New Hire - Temporary 44909
Polydoros, Lori	Teacher	Lathrop	August 16, 2012		New Hire - Temporary 44909
Quintero, Rebecca	Teacher	Lincoln	August 20, 2012		New Hire - Temporary 44920
Salas, April	Teacher	Mendez	August 16, 2012		New Hire - Temporary 44909
Sanderson, Shawn	Speech and Language Pathologist	Speech Department	August 16, 2012		Rehire - Waiver 44911
Stack, Theresa	Teacher	Community Day	August 16, 2012		New Hire - Temporary 44909
Stevens, Kelly	Teacher	Valley	August 21, 2012		New Hire - Temporary 44909
Su, Jennifer	Teacher	Valley	August 16, 2012		New Hire - Temporary 44909
Tapia, Vanessa	Counselor	Carr	August 9, 2012		New Hire - Temporary 44909
Teran, Juan	Teacher	Sierra	August 16, 2012		New Hire - Temporary 44920
Terich, Michael Jr.	Teacher	Carr	August 16, 2012		New Hire - Temporary 44909
Vanmansart, Patricia	Teacher	Greenville	August 16, 2012		New Hire - Intern
Vartanian Florez, Sonya	Teacher	Lathrop	August 20, 2012		New Hire - Temporary 44909

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>NEW HIRES/RE-HIRES (Continued)</b>					
Walshe, Robbie	Teacher	Valley	August 16, 2012		New Hire - Temporary 44909
<b>ABSENCE (3 to 20 duty days) - Without Pay</b>					
Maffetore, Meredith	Preschool Teacher	Mitchell	September 18, 2012	October 15, 2012	Personal
<b>FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Paid</b>					
Dodge, Michelle	Teacher	Madison	August 16, 2012	September 5, 2012	Statutory
Kenaley, Aimee	Teacher	Jefferson	August 16, 2012	September 10, 2012	Statutory
Malstead, Jeffrey	Teacher	Century	August 22, 2012	August 30, 2012	Statutory
Nolan, Alicia	Teacher	Segerstrom	August 16, 2012	September 11, 2012	Statutory
Shera-Lander, Joan	Psychologist	Psychological Services	August 14, 2012	September 7, 2012	Statutory
<b>FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid</b>					
Do, Anh	Teacher	Segerstrom	September 4, 2012	December 4, 2012	Statutory
Jarchow, Jennifer	Teacher	Lathrop	August 16, 2012	November 8, 2012	Statutory
Wardaki, Laila	Teacher	Washington	August 21, 2012	October 21, 2012	Statutory
Whitehead, Rebecca	Teacher	Willard	August 16, 2012	December 16, 2012	Statutory
<b>FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Without Pay</b>					
Lopez, Amanda	Preschool Teacher	Mitchell	August 22, 2012	November 15, 2012	Statutory

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>EXTENSION OF FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Paid</b>					
Nguyen, Lien	Teacher	Mendez	August 16, 2012	September 10, 2012	Statutory
<b>EXTENSION OF FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid</b>					
Valovick, Hilda	Teacher	Kennedy	August 16, 2012	October 5, 2012	Statutory
<b>SHARED CONTRACTS 2012-13</b>					
Donovan, Melissa	Teacher	Mendez	August 16, 2012		43% Contract of everyday
Holte, Amy	Teacher	Mendez	August 16, 2012		57% Contract of everyday
Brandt, Samantha	Teacher	Roosevelt	August 16, 2012		50% Contract
Hall, Jannette	Teacher	Roosevelt	August 16, 2012		50% Contract
Arvizu, Virginia	Teacher	Taft	August 16, 2012		20% Contract
Jones, Christine	Teacher	Taft	August 16, 2012		80% Contract
Crowe-Yrarrazaval, Kelly	Counselor	Willard	August 1, 2012		40% Contract
Estrada, Rebecca	Counselor	Willard	August 1, 2012		60% Contract
<b>CORRECTION ON SHARED CONTRACTS 2012-13</b>					
Larkins Silva, Karen	Teacher	Taft	August 16, 2012		40% Contract
Smith, Katrina	Teacher	Taft	August 16, 2012		60% Contract

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>CHANGE IN CONTRACT LENGTH 2012-13</b>					
Yen, Ju-Yin	Teacher	Taft	August 16, 2012		From 80% to 100% Contract
<b>PARTIAL CONTRACT 2012-13</b>					
Lee Giuseffi, Robyn	Curriculum Specialist	Educational Services Elementary Division	July 2, 2012		80% Continuing Contract
<b>EXTRA DUTY 2012-13</b>					
Bookataub, Sullivan	Teacher	Godinez	August 22, 2012	June 13, 2013	Extra Period
Brown, Tessa	Teacher	Godinez	August 22, 2012	June 13, 2013	Extra Period
Gonzalez, Graciela	Teacher	Godinez	August 22, 2012	June 13, 2013	Extra Period
Heslip, Veronica	Psychologist	Psychological Services	July 30, 2012	August 10, 2012	Regular Hourly Rate
Keeling, Lynette	Teacher	Godinez	August 22, 2012	June 13, 2013	Extra Period
Larragoiti, Nancy	Teacher	Godinez	August 22, 2012	June 13, 2013	Extra Period
<b>EXTENDED WORK YEAR 2012-13</b>					
Espinoza, Aida	Teacher	Community Day	August 13, 2012	August 16, 2012	3.5 Additional Days
Lynd, Shenandoah	Teacher	Community Day	July 30, 2012	August 10, 2012	10 Additional Days
Mitchell-Berger, Katherine	Curriculum Specialist	Staff Development	July 17, 2012	July 27, 2012	8 Additional Days

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>EXTENDED WORK YEAR 2012-13 (Continued)</b>					
Wilson, Shelana	Teacher	Community Day	July 30, 2012	August 13, 2012	11 Additional Days
<b>CORRECTION EXTENDED WORK YEAR 2012-13</b>					
	Career Community Educational Specialist				
Russell-Garcia, Jacqueline	Specialist	Transition Center	July 9, 2012	June 26, 2013	10 Additional Days
<b>DEPARTMENT CHAIRS 2012-13</b>					
Brincks, Mark		Carr	2012-13		Special Education
Churnside, Joseph		Carr	2012-13		English
Crawford, Brian		Carr	2012-13		Science
Hefner, Shayna		Carr	2012-13		Math
Kassaei, Dana		Carr	2012-13		English
Mitchell, Melvin		Carr	2012-13		P.E. (Boys) & P.E. (Girls)
Nobel, Shannon		Carr	2012-13		Social Science
Solares, Elizabeth		Carr	2012-13		Music
Akamine, Brian		Century	2012-13		Music
Beaumont, John		Century	2012-13		Science
Bojorquez, Linsey		Century	2012-13		Special Education
Conde, Judith		Century	2012-13		Special Education
Crocker, Randy		Century	2012-13		P.E. (Boys) & P.E. (Girls)

**CERTIFICATED PERSONNEL CALENDAR**

Personnel Calendar  
 Board Meeting - September 11, 2012

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>DEPARTMENT CHAIRS 2012-13 (Continued)</b>					
Espinoza, Rosalina		Century	2012-13		ELD/Bilingual
Gersten, Alan		Century	2012-13		Business Education
Guerrero, Elizabeth		Century	2012-13		Foreign Language
Harrison, Thomas		Century	2012-13		Social Science
Olson, Kim		Century	2012-13		Art
Swan, Bradley		Century	2012-13		English
Yaeger, Jennifer		Century	2012-13		Math
Cano, Michelle		McFadden	2012-13		Math
Ellis, Gregory		McFadden	2012-13		Music
Gallegos, Kim		McFadden	2012-13		Social Science
Gentile, Nicholas		McFadden	2012-13		Social Science
Gutierrez, Rene		McFadden	2012-13		English
Hetherington-Schwartz, Tami		McFadden	2012-13		English
Holte, Matthew		McFadden	2012-13		Science
Napier, Rodney		McFadden	2012-13		P.E. (Boys) & P.E. (Girls)
Rice, Rae		McFadden	2012-13		Special Education
Romo, Maria Del Rosario		McFadden	2012-13		ESL/Bilingual
Yusi, Christopher		McFadden	2012-13		Math
Moreno, Jeanine		Mendez	2012-13		Math
Axtell, Aaron		Mendez	2012-13		Music
Cabrera, Lizette		Mendez	2012-13		Science
Kroyer, Kristine		Mendez	2012-13		P.E. (Girls)

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>DEPARTMENT CHAIRS 2012-13 (Continued)</b>					
Miraglia, Christian		Mendez	2012-13		Social Science
Peat, Cheryl		Mendez	2012-13		Art
Rubio, Sandra		Mendez	2012-13		English
Wozniak, Jeffrey		Mendez	2012-13		P.E. (Boys)
Collins, Rachelle		Santa Ana	2012-13		Special Education
Deviler, Tammra		Santa Ana	2012-13		Special Education
Dukus, Robert		Santa Ana	2012-13		Science
Enloe, Elizabeth		Santa Ana	2012-13		English & ELD/Bilingual
Himmelberger, Jo Ann		Santa Ana	2012-13		Business Education & Home Economics
Leek, Diana		Santa Ana	2012-13		P.E. (Boys) & P.E. (Girls)
Noel, Barbara		Santa Ana	2012-13		Music
Osle, Lizette		Santa Ana	2012-13		Foreign Language
Rife, Robert		Santa Ana	2012-13		Math
Salgado, Teresa		Santa Ana	2012-13		Foreign Language
Tang, Andy		Santa Ana	2012-13		Math
Walker, Kenneth		Santa Ana	2012-13		Social Science
Westing, Judith		Santa Ana	2012-13		Art
Alonzo, Yvonne		Segerstrom	2012-13		P.E. (Co-Ed)
Bates, Jamie		Segerstrom	2012-13		English
Duran, Corrine		Segerstrom	2012-13		P.E. (Co-Ed)
Escutia, Rosalia		Segerstrom	2012-13		Foreign Language

**Chad Hammitt, Assistant Superintendent, Personnel Services**



**Personnel Calendar CERTIFICATED PERSONNEL CALENDAR**

**Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>DEPARTMENT CHAIRS 2012-13 (Continued)</b>					
Fabella, Thanh Trang		Segerstrom	2012-13		Math
Flores, Jennifer		Segerstrom	2012-13		Special Education
Garcia, Raul		Segerstrom	2012-13		Art & Music
Gomez, Adrian		Segerstrom	2012-13		P.E. (Co-Ed)
Henson, Mark		Segerstrom	2012-13		Art & Music
Kerkhof-Martin, Jeanette		Segerstrom	2012-13		Foreign Language
Kirch, Crystal		Segerstrom	2012-13		Math
Lund, Amber		Segerstrom	2012-13		English
Marzilli, Gregory		Segerstrom	2012-13		Special Education
Miranda, Ivan		Segerstrom	2012-13		Social Science
Morris, Linda		Segerstrom	2012-13		Science
Segalla, Margaret		Segerstrom	2012-13		English
Sterner-Hargrave, Christy		Segerstrom	2012-13		English
Vu, Lan		Segerstrom	2012-13		Science
<b>CORRECTION SUMMER ROP TEACHER</b>					
Kahapea, Karin					

**AGENDA ITEM REQUESTS  
 CERTIFICATED  
 2012-13**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
10th Grade Counseling	Middle College	EIA-SCE	\$3,000	September 20, 2012
After School Dual Language Program Tutoring (Ratification)	Jefferson	Title III	\$15,000	September 1, 2012
After School Dual Language Program Tutoring (Ratification)	King	Title III	\$15,000	September 1, 2012
After School Dual Language Program Tutoring (Ratification)	Lowell	Title III	\$15,000	September 1, 2012
After School Dual Language Program Tutoring (Ratification)	Pio Pico	Title III	\$15,000	September 1, 2012
After School Dual Language Program Tutoring (Ratification)	McFadden	EIA-SCE	\$13,000	August 22, 2012
Before/After School Tutoring	Hoover	EIA-SCE	\$10,000	September 12, 2012
Before/After School Tutoring	Middle College	Title I	\$10,000	September 20, 2012
Before/After School Tutoring	Middle College	EIA-SCE	\$20,000	September 20, 2012
Before/After School Tutoring	Lincoln	EIA-Title I	\$19,922	October 1, 2012
Certificated Tutoring	Monte Vista	EIA-SCE	\$20,000	October 29, 2012
Curriculum Planning	Jackson	EIA-SCE	\$10,000	September 12, 2012
Displaced Teachers	Human Resources	General Funding	\$8,000	September 12, 2012
Extra Help for Human Resources (Ratification)	Human Resources	General Funding	\$110	August 16, 2012
Intervention for at Risk Student(s)	Monte Vista	EIA-SCE	\$10,000	October 29, 2012
K-2 Intervention Substitutes	Lincoln	EIA-SCE	\$38,500	October 1, 2012
K-5 Intervention Substitutes	Harvey	EIA-SCE	\$16,000	September 12, 2012
Network for a Healthy California Nutrition Activity Club-Advisors	Special Projects	Network for a Healthy California	\$4,200	November 30, 2012

**AGENDA ITEM REQUESTS  
CERTIFICATED  
2012-13**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Network for a Healthy California Professional Development - Nutrition Education Pre-K-12	Special Projects	Network for a Healthy California	\$14,518	October 2, 2012
Network for a Healthy California Site Nutrition Education Liaisons	Special Projects	Network for a Healthy California	\$27,000	November 30, 2012
New Employee Orientation	Human Resources	Title II	\$46,000	September 15, 2012
PAR Panel/Consulting Teacher Stipends	BTSA Induction Program-Human Resources	PAR	\$25,000	September 12, 2012
Parent Education Instructor	Middle College	Title I	\$2,000	September 20, 2012
Parent Education Instructor	Monte Vista	Title I	\$10,000	September 12, 2012
Saturday School	Jackson	EIA-SCE	\$20,000	September 12, 2012
Substitute/Intervention Teacher	Hoover	Title III	\$10,000	September 12, 2012
Title I Program Planning (Ratification)	Chavez	Title I	\$4,000	August 31, 2012

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>RETIREMENTS</b>						
Burns, Larry	Groundskeeper	Bldg Svcs.	November 19, 2012			31 years, 8 months
Burns, Mara	Instr. Asst. Visual Impaired	Sp. Ed.	November 19, 2012			26 years, 2 months
<b>RESIGNATIONS</b>						
Avila, Viridiana	SSP Sp. Ed.	McFadden	August 16, 2012			To teach for SAUSD - 5 years, 1 month
Horning, Christy	SSP Sp. Ed.	McFadden	June 14, 2012			Personal - 2 months
Jaeger, Joshua	Stage Manager	Saddleback	September 4, 2012			Personal - 2 years
Saldana, Carmen	Fd. Svc. Wkr.	Martin	August 16, 2012			Personal - 1 year, 4 months
Sosa, Cheryl	Preschool Teacher	Mitchell	September 7, 2012			Personal - 1 year, 10 months
Van Schyndel, Rebecca	SSP Sp. Ed.	Adams	September 5, 2012			Personal - 4 months
<b>FAMILY CARE &amp; MEDICAL LEAVE (3 to 20 duty days) - Paid</b>						
Torres, Armando	Equipment Operator	Bldg. Svcs.	August 24, 2012	August 28, 2012		Personal

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>LEAVE (21 duty days or more) - Without Pay</b>						
Ahrens, Megan	Autism Paraprofessional	Lincoln	August 22, 2012	June 13, 2013		Personal
Saavedra-Flores, Eunice	Sr. Fd. Svc. Wkr.	Villa	August 20, 2012	June 13, 2013		Personal
<b>PROBATIONARY APPOINTMENTS</b>						
Castaneda, Francisco	SSP Special Ed.	Century	August 30, 2012		19/1	
Sandoval, David	Library Media Tech.	Heroes	August 27, 2012		25/1	
Tamasese, Travis	Sr. Exec. Secretary	Supt's Office	August 31, 2012		37/1	
<b>PROMOTIONAL APPOINTMENT</b>						
Beltran, Crystal	Instr. Asst. Sev. Dis.	Transition Program	September 12, 2012		20/5	
<b>REASSIGNMENTS</b>						
Basurto, Virginia	SSP. Sp. Ed.	Esqueda	August 22, 2012		19/6 + Bil.	
Barreto-Ramirez, Esmeralda	Instr. Asst. Sev. Dis. Instr. Asst. Computers	Century	August 22, 2012		20/6 + Bil.	
De La Riva, Jaclynn	Autism Paraprofessional	Thorpe	August 22, 2012		26/2	
Eliot, Melinda	Paraprofessional	Martin	August 22, 2012		24/6	

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>REASSIGNMENTS (Continuation)</b>						
Espinoza, Sandra	Autism Paraprofessional	Lincoln	August 22, 2012		24/6 + Bil.	
Fierro, Irene	Fd. Svc. Spvr. Elem.	Romero-Cruz	August 21, 2012		15/6	
Garcia, James	Fd. Svc. Spvr. Elem.	Esqueda	August 21, 2012		15/6	
Gomez, Maria	Autism Paraprofessional	Martin	August 22, 2012		24/6 + Bil.	
Guzman, Claudia	Fd. Svc. Spvr. Elem.	Jefferson	August 21, 2012		15/6	
Herman, Sylvia	Sch. Off. Asst. Sec.	Century	August 1, 2012		24/6 + Bil.	
Jones, Maurice	Instr. Asst. Sev. Dis.	Transition Program	September 11, 2012		20/4	
Juarez, Brenda	Instr. Asst. Sev. Dis.	Sepulveda	August 22, 2012		20/6 + Bil.	
Milton, Lee	Account Technician	Acct. Dept.	August 27, 2012		31/6	
Onchi, Victoria	Autism Paraprofessional	Martin	August 22, 2012		24/3	
Padilla, Denice	Instr. Asst. Sev. Dis.	Century	August 22, 2012		20/6 + Bil.	
Ramirez, Denisse	Fd. Svc. Spvr. Elem.	Santiago	August 21, 2012		15/6	
Sanchez, Faviola	Autism Paraprofessional	Martin	August 22, 2012		24/6	
Tadeo-Ibarra, Esmeralda	Fd. Svc. Spvr. Elem.	Washington	August 21, 2012		15/6	
Terry, Milagros	Sr. Account Clerk	Acct. Dept.	August 27, 2012		29/6	
Valle, Edward	Autism Paraprofessional	Remington	August 22, 2012		24/6	
Vallejo, Carolina	Instr. Asst. Sev. Dis.	Sepulveda	August 22, 2012		20/6 + Bil.	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>REASSIGNMENTS (Continuation)</b>						
Varela, Betty	Autism Paraprofessional	Remington	August 22, 2012		24/6	
<b>TEMPORARY APPOINTMENTS - Out of Class Compensation</b>						
Avalos, Matilda	School Acct. Clerk	Valley	August 30, 2012	October 4, 2012	25/3	
Gomez, Rocio	Registrar Int.	McFadden	August 9, 2012	August 22, 2012	24/4	
Wells, Diane	Job Training Asst.	Transition Program	August 22, 2012	November 30, 2012	22/3	
<b>EXTRA DUTY</b>						
Bullard, Anne-Marie	Accompanist	Godinez	September 4, 2012	June 10, 2013		
Cifuentes, Estuardo	Registrar Int.	Villa	July 23, 2012	July 26, 2012		
Mejia, Josefina	Fd. Svc. Fld. Spvr.	Food Svcs.	August 6, 2012	June 23, 2012		
Todd, Aurelia	Library Media Tech.	Villa	August 6, 2012	August 10, 2012		
<b>ACTIVITY SUPERVISORS</b>						
Alfaro, Robert	Act. Spvr.	Heroes	August 27, 2012			
Barrera, Troy	Act. Spvr.	Santa Ana	August 22, 2012			
Camarena, Ana	Act. Spvr.	Franklin	August 29, 2012			
Contreras, Maria	Act. Spvr.	Wilson	August 29, 2012			
Fernandez, Andy	Act. Spvr.	Lincoln	August 27, 2012			
Ramos, Grace	Act. Spvr.	Esqueda	August 22, 2012			

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - September 11, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>ACTIVITY SUPERVISORS (Continuation)</b>						
Rodriguez, Guadalupe	Act. Spvr.	Lincoln	August 22, 2012			
Walker, Estelita	Act. Spvr.	Middle College	August 27, 2012			
<b>HOURLY</b>						
Alvarez, Natalie	Instr. Provider	Segerstrom	August 30, 2012			
Garrido, Bryant	Instr. Provider	MacArthur	August 28, 2012			
Guerrero, John	Instr. Provider	McFadden	August 22, 2012			
Rivera, Angie	Instr. Provider	Saddleback	August 27, 2012			
Torres, Christopher	Instr. Provider	Saddleback	August 27, 2012			
<b>SUBSTITUTES</b>						
Ibarra, Cristina	DSO		August 23, 2012		31/1	
Ramirez, Brenda	Clerical		August 17, 2012		20/1	
Salgado, Judith	SSP Sp. Ed.		August 22, 2012		19/1	
<b>CABINET CONTRACT</b>						
Dixon, Dale Joe	Asst. Supt., Facilities/Gov't. Relations	District Office	July 1, 2013	June 30, 2015		



**AGENDA ITEMS REQUESTS  
CLASSIFIED**

2012-13

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Activity Supervisors - Child Care	Lincoln	Title I	\$1,000	September 12, 2012
Activity Supervisors - Extra Support	Lincoln	EIA-SCE	\$3,000	September 12, 2012
AVID Tutors/Instructional Provider	Middle College	EIA-SCE	\$7,000	September 20, 2012
Classified Translation Support	Hoover	Economic Impact Aide EIA-SCE	\$1,500	September 12, 2012
Classified Translation Support	Hoover	Economic Impact Aide EIA-SCE	\$1,500	September 12, 2012
Clerical/Saturday School	Jackson	Economic Impact Aide	\$4,000	September 12, 2012
Custodian School Activities	Jackson	General Fund	\$3,000	September 12, 2012
Extra Help Classified	Monte Vista	Title I	\$3,000	December 17, 2012
Field Training Officer - Compensation Stipend (Ratification)	School Police	General Fund	\$4,000	July 1, 2011
Interpreter/Translator	Jackson	Economic Impact Aide	\$6,000	September 12, 2012
Network for a Healthy California Nutrition Activity Club-Advisors (Ratification)	Special Projects	Network for a Healthy California	\$1,800	September 5, 2012
Network for a Healthy California Site Nutrition Education Liaisons (Ratification)	Special Projects	Network for a Healthy California	\$8,400	September 5, 2012
New Employee Orientation	Human Resources	Title II	\$3,000	September 15, 2012
Parent Meetings for Gifted Students - Childcare	Educational Services	Title I	\$1,000	September 12, 2012
Parent Meetings for Gifted Students - Translation	Educational Services	EIA-SCE	\$1,000	September 12, 2012
School Wide Events	Valley	EIA	\$5,000	September 12, 2012
Title I Program Support (Ratification)	Chavez	Title I	\$2,000	August 31, 2012

**Board Meeting  
September 11, 2012**

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** **Approval of Agreement with Intel-Assess, Inc., for Development and Creation of Assessments for 2012-13 School Year**

**ITEM:** **Consent**

**SUBMITTED BY:** **Cathie Olsky, Ed.D., Deputy Superintendent, Chief Academic Officer**

**PREPARED BY:** **Sharon Johnson, Interim Director, Research and Evaluation**  
**Jonathan Geiszler, Director, Purchasing and Stores**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of a one-year contract agreement with Intel-Assess, Inc., for the development and creation of assessments. All public school districts in the State of California are required to monitor student achievement utilizing frequently administered standards-based assessments in language arts and mathematics. The District has used Intel-Assess, Inc., for the past three years.

**RATIONALE:**

Intel-Assess, Inc., has expertise in the development of assessments that include question items that accurately reflect student performance expectations as measured on the California Standards Tests (CST). The product is unique in that all questions created by the company are developed in alignment with California Curriculum Standards, and each assessment includes a unique item analysis that provides teachers with information on whether answers are correct or incorrect. Due to Intel-Assess' specialized psychometrical knowledge on assessment creation, they also provide reliable and valid assessments that highly correlate to the CST results that allow the District to inform and drive instructional strategies that are used by all language and mathematics teachers in grades 2 through 12. In addition, staff will be working with Intel-Assess staff in the development of benchmark assessments for the Common Core State Standards.

**FUNDING:**

Title I: \$168,000

**RECOMMENDATION:**

Approve the agreement with Intel-Assess, Inc., for the development and creation of assessments for the 2012-13 school year.

CO: 

## CONTENT LICENSE AND SERVICE AGREEMENT

This CONTENT LICENSE AND SERVICE AGREEMENT (the “Agreement”), is entered into as of **September 26, 2012** (the “Effective Date”) between **Intel-Assess, Inc.** with its principal place of business at **1032 Irving Street, #445, San Francisco, CA 94122-2200**, (the “Company”), and **Santa Ana Unified School District** . (“Licensee”), with its principal place of business at **1601 E Chestnut Avenue, Santa Ana, CA 92701**. The Company and Licensee shall be collectively referred to herein as the “Parties,” or each may be referred to individually as a “Party.”

### RECITALS

WHEREAS, the Company is a provider of assessment content and related tools; and,

WHEREAS, the Parties desire to enter into a contractual relationship providing for the access and use of content of the Company to Licensee, all under the general terms provided for in this Agreement, subject to more specific terms and conditions in one or more Schedules which shall be attached to this Agreement.

### AGREEMENT

NOW, THEREFORE, in consideration of the above premises and the mutual covenants and promises of the Parties herein contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties do hereby agree as follows:

#### 1. Definitions.

- a. “**Applicable Schedule**” means the Schedule attached to this Agreement containing the individualized terms and conditions applicable to specified Content.
- b. “**Permissible Uses**” means the use for the Content permitted under this Agreement as set forth on the Applicable Schedule.
- c. “**Content**” means the information described in the Applicable Schedule attached hereto.
- d. “**Items**” means all assessment test questions of any kind developed by the Company.
- e. “**Formative Item Bank**” means the set of items that are provided to the Company’s customers for their use in assessment development or to be used by the Company to develop assessments for the Company’s customers. These are Items are distinct from the Items included in the Quick Check assessments.
- f. “**Quick Checks**” means any or all of a series of assessments developed by the Company and marketed under the name of “Quick Checks.” The Items on the Quick Checks will not appear in the Formative Item Bank and will be licensed separately from the Formative Item Bank.

**2. The Company’s Obligations.** In exchange for payment of the applicable Fee (as defined in Section 6), the Company shall provide to Licensee the Content described in the Applicable Schedules.

**3. Limited Use License; Ownership.** Any Content provided under an Applicable Schedule shall be subject to the following:

**a. Grant of License.** Licensee shall be granted a nonexclusive, nontransferable, revocable, worldwide, limited license during the Term, subject to all of the terms and conditions hereof, to use the Content solely pursuant to the Permissible Uses (the “License”).

**b. Restrictions.** Licensee shall not, except as expressly provided otherwise herein: (i) transfer all or any part of the Content to any person or entity without the prior written consent of the Company in each instance; (ii) create a derivative work from the Content or any part thereof; (iii) sublicense, assign, delegate or otherwise transfer this Agreement, the License, the Content or any of the related rights or obligations for any reason without the prior written consent of the Company, in each such instance, unless as otherwise permitted by Section 12(b) herein; or (iv) otherwise use the Content for any use other than as expressly set forth herein. In the event that the Company becomes aware that Licensee has breached any of the foregoing restrictions, this Agreement shall automatically and immediately terminate unless Licensee has cured such breach within thirty (30) days of receipt of written notice by the Company of such breach.

**c. Ownership.** As between the Company and Licensee, the Company shall retain all right, title and interest in and to all Content, including any reproductions or compilations thereof, and any updates to the Content (each as provided to Licensee hereunder), whether now existing or which may hereafter come into existence, including without limitation, copyright and other intellectual property and proprietary rights therein or appurtenant thereto, except as expressly provided herein. Any modifications, improvements or changes to the Content made by Licensee shall immediately become the property of the Company and Licensee will sign any documents requested by the Company in order to document the transfer of any such modifications to the Company.

**4. Delivery of Content.** The Company shall provide Licensee with the Content in accordance with the delivery schedule, format and other specifications (the “Delivery Specifications”) set forth in the Applicable Schedule attached hereto.

**5. Licensee Obligations.**

**a. Display of Content; Modifications.** Except as otherwise stated on the Applicable Schedule: (i) Licensee will not modify, translate, and/or edit the Content in any manner that (a) distorts or changes the meaning of the content, (b) causes otherwise non-defamatory, non-infringing content to defame or infringe the intellectual property rights of any person, or (c) otherwise violate any person’s personal proprietary or personal rights; and (ii) Licensee may not edit, alter or translate the form or substance of the Content in any manner without the prior written approval of the Company, except that Licensee may make minor non-substantive formatting changes to the Content.

**b. Removal of Content.** Subject to the Applicable Schedule, if the Company requests that any portion of the Content be deleted, replaced or made inaccessible because such Content contains material errors, is or could be subject to a third party claim or for any other similar reason, then Licensee shall immediately (or as soon thereafter as reasonably practicable taking into account the exigency of the circumstances) cease using such deleted Content from all Permissible Uses. In the event that any Content contains material errors, the Company shall use reasonable efforts to correct such errors within five (5) business days of notice or discovery of such errors.

**c. Security Measures.** Licensee shall take all reasonable steps and precautions, and implement all reasonable procedures, that are necessary to prevent or restrict the unauthorized use, downloading, transmission, display, copying or other dissemination of the Content in a manner inconsistent with the permitted rights and uses in the Content expressly granted under this Agreement. Licensee shall be responsible to the Company for any unauthorized use of or access to the Content by its employees or agents.

**d. Additional Obligations.** Licensee and the Company shall comply with any additional obligations specified in the Applicable Schedule.

**6. Fees.**

**a. Pricing for Content.** Licensee agrees to pay the Company the amounts and at the times set forth in the Applicable Schedule hereto (the "Fees").

**b. Taxes; Collection Costs.** The Parties acknowledge that the Fees have been established under the assumption that no federal, state, local or foreign taxes, duties, tariffs, levies or similar assessments (collectively, "Taxes") are due on the licensing of the Content under this Agreement. In the event such Taxes should become due, the Fee shall be increased by the amount of such Tax, *provided* that all Taxes shall be separately itemized on the applicable invoice, indicating the Tax and the charges against which such Tax was calculated. In no event will Licensee pay any Taxes in respect of the Company's net income, gross revenue, franchise, corporate excise or privilege, personal, or property. If Licensee fails to pay any amounts due under this Agreement, including Fees and Taxes, Licensee will pay all expenses incurred by the Company, including reasonable attorneys' fees, to collect such amounts.

**c. Audit Rights and Licensee's Obligation to Pay Fees.** Licensee agrees to keep accurate books and records at its principal place of business regarding its uses of the Content and its calculation of the Fees. Up to one time during each calendar year the Company shall be entitled to have a Certified Public Accountant, or other person acceptable to the Company in the Company's unfettered discretion, inspect, copy and audit, at the Company's expense, upon thirty (30) days' written notice and during ordinary business hours, such of Licensee's books and records as are reasonably necessary to verify such uses and calculations. If Licensee disputes the result of the Company's audit, Licensee shall pay the Company any undisputed underpayment of Fees within twenty (20) days of the completed audit and notice of such undisputed underpayment. If Licensee fails to do so, the Company may terminate this Agreement upon 15 days notice. In the event that Licensee underpaid any Fees by five percent (5%) or more within a six (6) month period, the expense of auditing Licensee's records shall be borne by Licensee, payable within thirty (30) days of the completed audit and notice of such obligation. Audit rights are subject to the confidentiality provisions of this Agreement. All information, documents, and copies obtained by the Company or any party conducting or participating in any audit hereunder on behalf of or in conjunction with the Company shall be treated as Confidential Information hereunder; provided, however, that such Confidential Information may be disclosed pursuant to any legal dispute resolution process between the Parties regarding such audit, whether in arbitration or in a court of law.

**7. Limited Warranties and Disclaimer of Warranties and Representations.** Licensee represents and warrants that it has the right, power, and authority to enter into and be bound by the terms of this Agreement and to perform its obligations under this Agreement without the approval or consent of any other party. The Company represents and warrants that (i) except as disclosed on the Applicable Schedule, it has the right, power, and authority to enter into and be bound by the terms of this Agreement and to perform its obligations under this Agreement without the approval or consent of any other party; and (ii) it has sufficient title, right and interest in and to the rights granted to Licensee hereunder to enter into and perform this Agreement and to enable Licensee to perform hereunder. The Company does not assume, and hereby disclaims, any liability to any party for any loss or damage caused by errors or omissions in the Content and/or Services, whether such errors or omissions result from negligence, accident or any other cause. OTHER THAN AS EXPRESSLY SPECIFIED IN THIS AGREEMENT, NEITHER PARTY MAKES ANY REPRESENTATIONS OR WARRANTIES, INCLUDING BUT NOT LIMITED TO ANY EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY, NONINFRINGEMENT, FITNESS FOR A PARTICULAR PURPOSE, DESIGN, CONDITION, PERFORMANCE, AVAILABILITY, FUNCTIONALITY AND/OR QUALITY. THE COMPANY MAKES NO WARRANTY, GUARANTEE, OR REPRESENTATION THAT ANY CONTENT

PROVIDED TO LICENSEE WILL BE FREE FROM ERRORS OR THAT ITS USE WILL BE UNINTERRUPTED OR ERROR-FREE OR MAKE ANY OTHER REPRESENTATIONS REGARDING THE USE, OR THE RESULTS OF THE USE, OR OTHERWISE. ALL CONTENT PROVIDED HEREIN BY OR ON BEHALF OF THE COMPANY IS PROVIDED ON AN "AS IS" BASIS.

## **8. Indemnification.**

**a. The Company's Indemnification.** The Company shall indemnify, defend and hold harmless Licensee, its parents, affiliates and subsidiaries, and its and their officers, directors, shareholders, general partners, limited partners, employees and agents (the "Licensee Parties") from and against any losses, settlements, claims, actions, suits, proceedings, judgments, awards, liabilities, demands, costs and expenses (including reasonable attorneys' fees), brought by any third parties against the Licensee Parties which allege, arise out of, relate to or result from: (a) a claim that the Content as originally delivered to Licensee or as modified by the Company and used by Licensee solely as permitted by this Agreement, infringes, misappropriates, or violates any copyright, trademark, patent right or other intellectual property right of any third party; (b) the Content being deemed obscene; or (c) the Company's breach of its representations and warranties hereunder.

**b. Licensee Indemnification.** Licensee shall indemnify, defend and hold harmless the Company, its parents, affiliates and subsidiaries, and its and their officers, directors, shareholders, employees and agents ("the Company Parties"), from and against any losses, settlements, claims, actions, suits, proceedings, judgments, awards, liabilities, costs and expenses (including reasonable attorneys' fees) brought by any third parties against the Company Parties which arise out of or as a result of: (a) any use by Licensee of the Content hereunder in violation of this Agreement; (b) and breach by Licensee of its representations and warranties hereunder; (c) to the extent permitted under this Agreement or any Applicable Schedule, any translations to languages other than English of the Content by Licensee to the extent such losses are attributable to the actual translation; or (d) any damage caused by any improper action of Licensee, including but not limited to the inclusion of errors or incorrect data in the Content or any modified Content.

**c. Indemnification Procedure.** Each Party's indemnification obligations hereunder shall be subject to: (i) the indemnified party's prompt notification to the indemnifying party with respect to the pertinent third party claims, although failure to provide such notification shall not excuse the indemnifying party's obligations hereunder except to the extent of any material prejudice as a direct result of such failure; (ii) the indemnifying party's sole control of the settlement or defense of the pertinent third party claims, although the indemnifying party shall not, without the prior written approval of the indemnified party, settle or dispose of any claims in a manner that materially adversely affects the indemnified party's rights or interests without the indemnified party's prior written consent; and (iii) the indemnified party's provision of reasonable assistance to the indemnifying party, at the indemnifying party's expense, in defending the claim. The indemnified party shall have the right to participate at its own expense in the defense of an indemnified claim.

**d. Limitation on Indemnity.** The indemnity set forth in Section 8(a) above will not extend to any third-party infringement claims resulting, in whole or in part, from (i) any modification of the Content by Licensee or persons acting under the control or direction of Licensee, to the extent that such modification alone gives rise to the infringement claims, (ii) the use of all or any portion of the Content in combination with any other software, hardware or server, if such infringement would have been avoided without the use of such software, hardware or server, (iii) the use of the Content by Licensee or persons acting under its control in any manner or application for which the same were not designed to be used, or (iii) the use of the Content by Licensee to make unsolicited communications (including, without limitation, communications via e-mail, faxes, or telephone) to third parties.

**9. Confidential Information.** Each Party understands and agrees that in the performance of this Agreement it may have access to private or confidential, non-public information of the other Party, or the other Party's parent company, subsidiaries and affiliates, and its and their customers and suppliers, including but not limited to, trade secrets, marketing and business plans, customer information and technical specifications and information (the "Confidential Information"). Each Party agrees that: (1) all Confidential Information shall remain the exclusive property of the owner thereof; and (2) it shall maintain, and shall cause its employees, subcontractors and other agents to maintain, the confidentiality and secrecy of the other Party's Confidential Information. Notwithstanding the foregoing, Confidential Information shall not include any information to the extent it (i) is or becomes a part of the public domain through no act or omission of the receiving party, (ii) is rightfully in the receiving party's possession, without obligation of confidentiality with respect thereto, prior to the disclosing party's disclosure, (iii) is lawfully disclosed to the receiving party by a third party having no obligation of confidentiality with respect thereto, (iv) is independently developed by or on behalf of the receiving party, (v) is released from confidential treatment by written consent of the disclosing party thereof; or (vi) is required to be disclosed by applicable law or by request from a governmental agency, provided that the receiving party gives the disclosing party prior written notice of such disclosure such that the disclosing party can obtain an appropriate protective order or similar remedy if it so desires. Without limiting the foregoing, the following shall be considered Confidential Information: (a) the terms of this Agreement, including without limitation the Fees except as required by applicable law or by request from a governmental agency; (b) programs and computer code used in the formatting and transmission of Content between the Parties; and (c) the Content. The provisions of this Section 9 shall survive any expiration or termination of this Agreement for a period of three years after such expiration or termination.

**10. Limitation of Damages.**

a. EXCEPT AS SET FORTH BELOW, NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY UNDER CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHER LEGAL THEORY FOR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT (EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), INCLUDING BUT NOT LIMITED TO DAMAGES ARISING FROM LOSS OF BUSINESS, ANTICIPATED PROFITS OR REVENUE. IN NO EVENT SHALL EITHER PARTY'S AGGREGATE LIABILITY ARISING FROM OR UNDER THIS AGREEMENT EXCEED THE GREATER OF THE TOTAL AMOUNT PAID BY LICENSEE TO THE COMPANY UNDER THE APPLICABLE SCHEDULE IN A ONE-YEAR PERIOD OR \$100,000, PROVIDED THAT THE LIMITATIONS OF LIABILITY IN THIS PARAGRAPH SHALL NOT APPLY TO (A) EACH PARTY'S CONFIDENTIAL INFORMATION OBLIGATIONS UNDER SECTION 9, (B) CLAIMS FOR WHICH EITHER PARTY HAS AGREED TO INDEMNIFY THE OTHER PARTY PURSUANT TO THIS AGREEMENT, OR (C) TO DAMAGES CAUSED BY THE GROSS NEGLIGENCE, BAD FAITH, OR WILLFUL MISCONDUCT OF A PARTY OR ITS PERSONNEL.

b. The foregoing is subject to any additional limitations contained in the Applicable Schedule.

**11. Term; Termination.**

a. **Term.** The term of this Agreement shall run concurrently with the term(s) as set forth on the Applicable Schedule.

b. **Termination by Either Party.** In addition to any rights set forth in this Agreement, either Party may terminate this Agreement immediately if the other Party: (i) is in material breach of this Agreement and fails to cure such breach within thirty (30) days after being notified, in writing, of such

breach (except with respect to Licensee's failure to pay applicable Fees, in which case Licensee shall have twenty (20) days after being notified in writing of such breach to cure); (ii) files a petition in bankruptcy, or has such a petition filed against it; or (iii) makes an assignment for the benefit of creditors, or if a receiver, trustee, custodian or similar agent is appointed or takes possession of its assets. Licensee may terminate this Agreement upon three months written notice to the Company.

**c. Effect of Expiration or Termination.** Upon the expiration or earlier termination of this Agreement for any reason, each Party shall return all documents, notes and other tangible and intangible embodiments of the other Party's Confidential Information.

**d. Survival of Payment Obligations.** Termination or expiration of this Agreement shall not affect the obligation of either Party to pay all amounts owing or to become owing pursuant to this Agreement, subject to any applicable refund.

## 12. Miscellaneous.

**a. Notices.** All notices hereunder shall be in writing and shall be sent by certified mail, return receipt requested, or by overnight courier service, to the address set forth below each Party's signature, or to such other addresses as may be stipulated in writing by the Parties pursuant hereto. Unless otherwise provided, notice shall be effective on the date it is officially recorded as delivered by return receipt or equivalent.

**b. Assignment.** Neither Party shall assign this Agreement in whole or part without the prior written consent of the other Party, which consent shall not be unreasonably withheld, except that either Party may assign this Agreement in its entirety or an individual schedule without any consent of the other Party in connection with a merger, reorganization or sale of all or substantially all of the assets or business to which this Agreement or individual schedule relates.

**c. Force Majeure.** If either Party is prevented from performing any of its duties and obligations hereunder (other than duties or obligations with respect to payment) in a timely manner by reason of any act of God, strike, labor dispute, flood, public disaster, war, acts of terrorism, equipment or technical malfunctions or failures (including without limitation telecommunication failures, systemic Internet failures and/or any interruptions in services of Internet Service Providers), power failures or interruptions, or any other reason beyond its reasonable control, such condition shall be deemed to be a valid excuse for delay of performance or for nonperformance of any such duty or obligation for the period during which such conditions exists.

**d. Relationship of the Parties.** Notwithstanding anything to the contrary, this Agreement does not, and shall not be deemed to, constitute a partnership or joint venture between the Parties and neither Party nor any of their respective directors, officers, employees or agents shall, by virtue of the performance of their obligations under this Agreement, be deemed to be an agent or employee of the other.

**e. No Waiver.** The waiver of any breach or failure of a term or condition of this Agreement by any Party shall not be construed as a waiver of any subsequent breach or failure of the same term or condition, or a waiver of any other breach or failure of a term or condition of this Agreement.

**f. Survival of Certain Provisions.** Notwithstanding the termination or expiration of this Agreement, the provisions of Sections 1, 3(c), 6, 7, 8, 9 (as provided in the last sentence of such Section), 10, 11(c), 11(d) and 12 shall survive and continue and shall bind the Parties and their legal representatives, successors and permitted assigns.



**g. Governing Law.** This Agreement shall be governed by, and construed in accordance with, the laws of the State of California applicable to contracts made and performed in California without regard to conflict of laws principles which would result in the application of the laws of any other jurisdiction. The Parties hereto submit to the exclusive jurisdiction of the state and federal courts located in the State of California, for the purpose of resolving any dispute relating to the subject matter of this Agreement or the relationship between the Parties pursuant to this Agreement.

**h. Announcements.** The Company shall be permitted to identify and use Licensee's name and logo in marketing materials, including but not limited to the Company's website and written materials.

**i. Entire Agreement and Precedence.** This Agreement, together with the attached Schedules which are incorporated by reference, constitutes the complete agreement between the Parties and supersedes all prior or contemporaneous agreements or representations, written or oral, concerning the subject matter of this Agreement and such Schedules. This Agreement may not be modified or amended except in writing signed by a duly authorized representative of each Party. No other act, document, usage or custom shall be deemed to amend or modify this Agreement. In the event of conflict among the terms and conditions of the document of this Agreement and the exhibits or Addenda thereto, the exhibits or Addenda shall control.

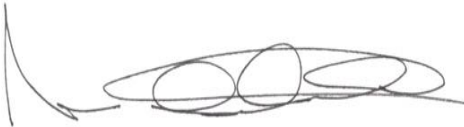
**j. Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same Agreement. All signed fax copies of the Agreement shall be deemed as valid as originals.

**[Signatures appear on following page.]**

WHEREFORE, for the purpose of being bound, the Parties execute this Agreement by their duly authorized representatives as of the date set forth above.

**INTEL-ASSESS, INC.**

**Santa Ana Unified School District**

By: 

By: \_\_\_\_\_

Date: September 18, 2012

Date: September 26, 2012

Name: Jaime Goldfarb, Ph.D.

Name: Michael P. Bishop Sr., CBO

Title: President

Title: Deputy Superintendent, Operations

**Santa Ana Unified School District Billing Information**

**Purchase Order #:**

Name: Accounts Payable

Phone Number: 714-558-5695

E-Mail Address: \_\_\_\_\_

Billing Address 1 1601 E. Chestnut Ave.

Billing Address 2 \_\_\_\_\_

Billing City, State, Zip Santa Ana, CA 92701

**Instructions:**

1. Sign and date this page
2. Provide PO # and accounting information
3. Keep copy of the entire contract for your files
4. Fax PO & entire contract to: 925.263.1689
5. Mail entire original contract to address below:

**District Notice Address:**

**1601 E Chestnut Avenue  
Santa Ana, CA 92701**

Intel-Assess, Inc.  
Attn: Contracts  
1032 Irving Street, #445  
San Francisco, CA 94122-2200  
Fax: (925) 263-1689

For internal use only:

TM:20120814-20130813; CLE(F):48000(0); GA:2-12; QCML:2-11; QCME(F):0(0); CI:70; CP:0; IE:70; FR:0; UA:20; AC(F):0(0); AU(F):0(0); PR:0;

## SCHEDULE: Fee Summary and Order Form – September 26, 2012 – Santa Ana Unified School District

In exchange for all the deliverables and services outlined in this agreement, Licensee shall pay the Company the following Fees according to the following schedule (payable in U.S. dollars).

### Term Fees

Item	Description	Price
<b>Item Bank</b>	Per student fee**: \$3.50 Grades Licensed: 2-12	Number of Students: 48,000 Term: September 26, 2012 to September 25, 2013
<b>Assessment Publishing</b>	Licensee's staff may create and publish any number of assessments using the online system.	Included
<b>Customization*</b>	Custom Items: 70 Item Modifications: 70	Included
<b>Quick Checks* Mastery</b>	As part of a district-wide package, all students licensed for use of the California Item Bank are licensed to use the Quick Checks Mastery Series Assessments.	Included
<b>CCSS Transition Plan*</b>	Common Core Quick Checks and Quick Checks CCSS Performance Tasks included with license of California Quick Checks.	Included
<b>Assessment Blueprint Creation</b>	Intel-Assess works with you to create an effective assessment program. In support, Intel-Assess provides access to its Assessment Blueprint Tool, which helps you to: <ul style="list-style-type: none"> <li>Determine item counts by standard;</li> <li>Review individual assessments and your entire assessment program to ensure your educational goals will be met; and</li> <li>Compare your assessment program to the State's blueprint.</li> </ul>	Included
<b>Implementation</b>	Intel-Assess provides an online implementation session to help you: <ul style="list-style-type: none"> <li>Define your assessment model to meet your educational goals;</li> <li>Define the details of the assessment model; and</li> <li>Review best practices in implementing an assessment program.</li> </ul>	Included
<b>Training</b>	2 online training sessions to enable key district staff to make effective use of Intel-Assess' assessment blueprint and assessment creation tools to empower district staff to manage the Intel-Assess implementation.	Included
<b>Support*</b>	Access to on-line support.	Included
<b>Writing Prompts</b>	Writing prompts with scoring rubrics varied by genre and purpose for grades 2-12	Included
<b>CST Mirror Assessments*</b>	Access to any available CST Mirror Assessment that applies to the licensed grades.	Included
<b>User Management*</b>	The Licensee will be responsible for its own user management	
<b>Total:</b>		<b>\$168,000.00</b>

\*See attached schedules for details of the above services and products.

\*\*Bundled pricing requires district-wide 2-12 license.

### Notes:

- Rationale Document: Each assessment includes a Rationale.
- Additional on-site days can purchased at a rate of \$1500 per session.
- Additional Services: The Company may provide additional services for additional Fees to be determined.

All payments shall be due and payable thirty (30) days from the Effective Date. The Company reserves the right to change the above prices provided that notice of such change is provided to Licensee at least thirty (30) days prior to the end of the Initial Term or any Renewal Term, as applicable.

**Payments shall be sent to:** Intel-Assess, Inc., 1032 Irving Street, #445, San Francisco, CA 94122-2200, Attn: Accounts Receivable.

## **SCHEDULE: Content License – September 26, 2012 – Santa Ana Unified School District**

### **Term**

Licensee shall be granted a nonexclusive, nontransferable, revocable, worldwide, limited license during the Term, subject to all of the terms and conditions hereof, to use the Content solely pursuant to the Permissible Uses (the “License”).

The License Term is from **September 26, 2012** through **September 25, 2013**, unless it is extended in writing and signed by both parties.

**At the termination of this Agreement, if the Agreement is not extended or renewed, the Licensee shall have no further rights to use any of the Content. In the event the Licensee has in its possession any printed or electronic documents containing any Content, these may not be used for any purposes without the written consent of the Company unless a current Agreement is effective except that the Assessments administered to students may be retained as student records.**

**Further, if the Licensee chooses to extend or renew its license for a subset of the products and services provided by the Company in the initial term of the Agreement, the Licensee shall have no further rights to use any of the Content that is not included in the extension or renewal term in accordance with terms of this Agreement.**

This Agreement may be extended or expanded if both parties agree, in writing, to a change in the scope of work and/or Term of License, along with additional Fees.

### **Description of Content for Platform Customers**

The Content shall consist of the Company’s Items, Assessments produced using the Company’s Items, and related documents set forth on or delivered through the Company’s website as maintained by the Company in its discretion and subject to additions and deletions in the ordinary course of business. The website shall be subject to the Company’s terms of use.

The Company segments its Content into groups for the purpose of licensing each group independently (each grouping a “Content Product”). The Licensee is licensed only to use, in accordance with the terms of this Agreement, those Content Products specifically identified in an applicable schedule.

The License includes access to the Company’s web-based Assessment Creation Tool through which the Licensee will access Items and specify Assessments. Upon specification of such assessments, the Licensee will be able to automatically generate an electronic document of the Assessment and the Teacher Rationale Document. Documents will be generated in .pdf or other electronic format of the Company’s choice. The annual limit for the number of assessments Licensee may create is indicated in Schedule: Fee Summary and Order Form.

### **Support**

The Company will provide customer support for Licensee through a single point of contact of Licensee. The Company will provide access to online support from 8AM to 5PM Monday through Friday. Company will assign an Account Manager for ongoing support and advice. All support issues and questions will be coordinated through the single point of contact.

The Licensee will be responsible for the management of user accounts for the online system, including creation of accounts, recovery of lost passwords for users, disabling of accounts no longer in use, and maintenance of all user account permissions and settings.

### **Content Updates**

The Company often adds new Content to its Content Products. The Company also often makes improvements to its existing Content. As new Content or improvements are completed and added to one of the Content Products, the Content will be made available through the Company's online system to customers that have licensed the applicable Content Product. The Company may choose to develop new Content Products which will, at the sole discretion of the Company, be made available only for an additional fee.

### **Maximum Number of User Accounts**

Licensee may create up to 20 user accounts to access the Company's technology platform. Licensee may not share user accounts between individuals. The purpose of this limit is to prevent very large numbers of users from requiring training and support. The Company will increase the limit on request by reasonable numbers if the Licensee requires more than 20 individuals to access the technology, and if the Licensee agrees to provide their users necessary training.

### **Permissible Uses**

The Content is licensed for the purpose of administering assessments to students in Licensee's school district with the limitations outlined herein. Licensee may not resell or otherwise share the Content with any other organization. **The Licensee may only use the Content with students included in the grades and up to the student counts indicated in the Schedule: Fee Summary and Order Form - September 26, 2012 (Santa Ana Unified School District ).**

## **SCHEDULE: Quick Checks – September 26, 2012 – Santa Ana Unified School District**

### **Licensed Quick Checks Series**

**California Mastery ELA & Math:** These are mastery level assessments in Math and English Language Arts, written to California Content Standards. The following grades are licensed to the District: **Grades Licensed to the District: 2-11**

**Common Core State Standards Mastery ELA & Math:** These are mastery level assessments in Math and English Language Arts, written to the Common Core State Standards (CCSS). As the CCSS are recently released, development of the solution is on-going. To assist districts with their transition, the Company is licensing these assessments, as they become available, to the same students licensed for California Mastery ELA and Math Quick Checks for no additional cost in the initial year.

**Quick Checks CCSS Performance Items ELA & Math:** These performance assessment items and written to the CCSS and are written to a constructed response format. They are designed for classroom use and include guides designed to help transition to CCSS and support the use of the Performance Items during instruction. They include Distractor Rationale Rubrics to help score and use the student work product to guide instruction. To assist districts with their transition, the Company is licensing these assessments, as they become available, to the same students licensed for California Mastery ELA and Math Quick Checks for no additional cost in the initial year.

### **Description of the Quick Checks Products**

1. Quick Checks:
  - a. are composed of a specific set of items;
  - b. will be delivered in PDF format and cannot be modified; and
  - c. generally contain 5 multiple choice items with an additional performance item on the Common Core State Standards Mastery series assessments
2. Currently, the California Mastery Math Quick Checks include:
  - a. one assessment for each standard defined as a key standard by the California State Standards
  - b. two assessments for each standard defined as a key standard by the California State Standards and assessed with at least 3 items on the CST
3. Currently, the California Mastery ELA Quick Checks include:
  - a. one assessment for each standard assessed 2 times on the CST blueprint
  - b. two assessments for each standard assessed with at least 3 items on the CST
4. The CCSS Mastery Math and ELA Quick Checks as well as the Quick Checks CCSS Performance Tasks are in development and are released as completed. For a current list of available assessments, contact Intel-Assess.
5. From time to time the Company may add assessments to one or more of the Intel-Assess Quick Check Products licensed by the Licensee, but the Company is under no obligation to do so. Licensee will have access under the terms of this Agreement to new Assessments developed and marketed by the Company as parts of the Quick Check Product or Products licensed to the Licensee.
6. From time to time the Company may develop and market additional Quick Checks products that may be similar to the Quick Checks products licensed by the Licensee. Such new products developed and marketed under a new name may require additional fees for the Licensee to access.

### **Effects of Termination or Non-Renewal**

**The Quick Checks are part of the Company's Content and their use is governed by all applicable terms of this Agreement unless specifically excluded in this Agreement, including but not limited to, the terms of this Agreement describing the return of and the cessation of use of the Content upon termination or lapse of this Agreement.**

**SCHEDULE: Content Customization and Modification Support – September 26, 2012 –  
Santa Ana Unified School District**

**Support for New Custom Content**

The Company will develop up to **70** New Custom Items in accordance with the terms outlined in this Agreement to allow Licensee’s users to request New Custom Items for assessments created by Licensee.

**Support for Modifications**

The Company will make up to **70** Item Modifications in accordance with the terms outlined in this Agreement to allow Licensee’s users to request Item Modifications for assessments created by Licensee.

**No Changes to Passages**

Intel-Assess will **not** make modifications to passages.

**Quick Check Modifications**

Intel-Assess will **not** make modifications to assessments marketed as Quick Checks.

**Definitions**

***Item Modifications***

An Item Modification is limited to minor wording or formatting changes to existing items such that the changes do not alter what the item measures or the meaning of the item. Any change request that meets any of the following criteria, in the sole discretion of the Company, will be classified as a New Custom Item and will be fulfilled only within the limits outlined in this Agreement:

1. The review calls for a change to the item stem that substantially changes the meaning of the question, or
2. The review calls for a change to the correct answer with anything more than minor replacements of synonyms or clarification in English language usage, or
3. The review calls for an addition or a change to one or more diagrams.

Item Modifications may include modifications to **one** incorrect answer choice that may be too difficult for students at the given point in the year when the assessment is to be used. All Item Modifications must, in the sole discretion of the Company, conform to the Item Quality Standards.

The following are examples of allowed Item Modifications:

1. Changing “1000” to “1,000”;
2. Changing “Oxygen” to “O<sub>2</sub>”;
3. Simplifying the wording of an item without changing its meaning; or
4. Replacement of one incorrect answer with a different incorrect answer.

***New Custom Items***

A New Custom Item is any item developed that is either a new item or is a variation of an existing item that goes beyond the limits outlined in this Agreement for an Item Modification. All New Custom Items must conform to the Item Quality Standards.

Following are examples of revisions that will be defined as New Custom Items:

1. Any change to an item such that the correct answer must be changed (e.g., changing a math item from “Johnny had 10 apples. He gave away 3. How many did he have left?” to “Johnny had 9 apples...”); or
2. Creating items with the same format but with different numbers (e.g., changing 5 x5 to 5 x 6); or
3. The addition or removal of graphical images.

### ***New Custom Passages***

A New Custom Passage is a passage that is found in the public domain or written by the Company's authoring team. All New Custom Passages must meet the following guidelines:

1. Passages must match rigor and grade level expectations based on available documentation from the state's education department.
2. Passages must be of appropriate length, content, and style for use on formative assessments that align to state standards.
3. Either passages must be available in the public domain, or the Company is able to write passages with its team of authors. (No passages can be added for which rights must be procured due to the unknown complexity and costs associated with such activities.)

### **Item Quality Standards**

To the extent that Licensee may request New Custom Items or Item Modifications, the Company will, in its sole discretion, approve or reject all such requests based on the following criteria, which it will apply reasonably:

1. Resulting Items must be aligned to the academic standards.
2. Resulting Items must be at grade level expectations, based on available documentation from the state's education department.
3. Resulting Items must match the rigor of the state's corresponding high stakes assessment.
4. Resulting Items must be multiple choice items with 4 choices for answers
5. Resulting Items must meet industry standard quality metrics that lead to validity and reliability.

### **Ownership**

All Item Modifications, New Custom Items, and New Custom Passages will be added to the Intel-Assess item bank and will become part of the Content and may be used by any or all of Intel-Assess' customers. Intel-Assess will retain ownership of the New and Modified Items as part of the Content. Licensee will have access to the New and Modified Items in accordance with the terms of this Agreement or any extension or renewal for limited use of the Content. Licensee will have no rights to use the items without a current Assessment Content License with Intel-Assess that explicitly grants usage rights for a given period of time.

### **The Company Has Sole Discretion**

As this assistance to customers is not the core service provided by this Agreement and is, instead, an effort by the Company to assist its customers in being successful when it is able to do so, the Company has sole discretion to interpret the definitions above as to whether a request is for a New Custom Item or an Item Modification.

### **Honored Requests are not Precedent**

The Company strives to create a solution that is as strong as possible for its customers. As a result, whenever possible, given many factors, such as time, cost, value to the Intel-Assess item bank, and educational importance, the Company may from time to time complete requested work that goes beyond the limits of this Agreement. Further, Intel-Assess attempts to use feedback from customers to shape its development efforts. **Under no circumstances shall Licensee use past requests completed by the Company as a precedent or example in clarifying the definitions above, and the completion of additional work at one time does not represent an obligation on the part of the Company to do similar work in the future.**



**SCHEDULE: CST Mirror Assessments – September 26, 2012 – Santa Ana Unified School District**

The following CST Mirrors are currently available:

**ELA**

Grade 2: ELA CST Mirror  
Grade 3: ELA CST Mirror  
Grade 4: ELA CST Mirror  
Grade 5: ELA CST Mirror  
Grade 6: ELA CST Mirror  
Grade 7: ELA CST Mirror  
Grade 8: ELA CST Mirror  
Grade 9: ELA CST Mirror  
Grade 10: ELA CST Mirror  
Grade 11: ELA CST Mirror

**Science**

Grade 5: Science CST Mirror  
Grade 8: Science CST Mirror  
Earth Science: CST Mirror  
Biology: CST Mirror  
Chemistry: CST Mirror  
Physics: CST Mirror

**Math**

Grade 2: Math CST Mirror  
Grade 3: Math CST Mirror  
Grade 4: Math CST Mirror  
Grade 5: Math CST Mirror  
Grade 6: Math CST Mirror  
Grade 7: Math CST Mirror  
General Math: CST Mirror  
Algebra I: Math CST Mirror  
HS Summative Math: CST Mirror  
Geometry: Math CST Mirror  
Algebra II: Math CST Mirror

**History/Social Studies**

Grade 8: History CST Mirror  
Grade 10 World History: CST Mirror  
Grade 11 US History: CST Mirror

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Approval of Memorandum of Understanding with Orange County United Way for Participation in Destination Graduation Initiative Grant for Intermediate Schools for 2012-13 School Year**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Dawn Miller, Assistant Superintendent, Secondary Education**

**PREPARED BY:**   **Kathy Apps, GATE/AP/AVID Program Specialist**

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of the Memorandum of Understanding (MOU) with Orange County United Way for participation in Destination Graduation Initiative grant to be implemented at Carr, McFadden, and Spurgeon intermediate schools.

---

**RATIONALE:**

This MOU will detail the role and responsibilities of three District intermediate schools (Carr, McFadden, and Spurgeon) in implementation of the Destination Graduation Initiative grant components. The grant will provide supplemental start-up support to these three intermediate schools that are implementing AVID in the 2012-13 school year. The Destination Graduation Initiative grant will help support some of the existing program elements by providing resources for teacher professional development and in-class tutoring. The grant will also provide resources for activities and curriculum that explore college and career awareness.

**FUNDING:**

Orange County United Way Grant: \$22,545

**RECOMMENDATION:**

Approve the Memorandum of Understanding with Orange County Department United Way for participation in Destination Graduation Initiative grant for intermediate schools for the 2012-13 school year.

DM:lr:mb





Orange County United Way

## 2012/2013 DESTINATION GRADUATION INITIATIVE

### MEMORANDUM OF UNDERSTANDING BETWEEN ORANGE COUNTY UNITED WAY AND SANTA ANA UNIFIED SCHOOL DISTRICT (CARR, MCFADDEN & SPURGEON)

This Memorandum of Understanding outlines the partnership between Orange County United Way ("OCUW") and Santa Ana Unified School District ("SAUSD") in regards to the implementation of OCUW's Destination Graduation Initiative in SAUSD's intermediate schools during the 2012/2013 academic year. Destination Graduation is OCUW's education initiative designed to ensure all students transition to and graduate from high school, college and career ready.

To this end, OCUW is partnering with 8 high schools and 3 intermediate schools in Orange County to support the academic enhancement efforts of the AVID program and provide AVID students with additional college and career exposure opportunities aiding in their development of critical 21<sup>st</sup> century skills. The following outlines the opportunities made available through the Destination Graduation initiative for the following SAUSD schools.

#### **1. GRANT AWARD TO SANTA ANA UNION SCHOOL DISTRICT**

Upon signed execution of this Memorandum of Understanding, OCUW will provide SAUSD with a grant award in the amount of \$22,545 to be distributed equally amongst the three intermediate schools identified below to fund the execution of the following AVID enhancement activities throughout the 2012/2013 academic year:

- GERALD P. CARR INTERMEDIATE
- MCFADDEN INTERMEDIATE
- SPURGEON INTERMEDIATE

**AVID SUMMER INSTITUTE 2013** **\$6,000** (*\$2,000 per intermediate school*)  
Registration and incidental costs (teacher stipend, hotel, transportation and food) for 1 teacher per school to attend the 2013 Summer Institute

**AVIDIZING SUMMER 2013** **\$4,200** (*\$1,400 per intermediate school*)  
Registration costs and teacher stipends for four teachers or administrators per school to attend 2013 AVIDizing training

**AVID TUTORS 2012/2013 SCHOOL YEAR** **\$9,000** (*\$3,000 per intermediate school*)  
Hiring of two AVID college tutors per school to provide student support 3-days per week



Orange County United Way

**AVID MATERIALS 2012/2013 SCHOOL YEAR**      \$1,545 (*\$515 per intermediate school*)  
Purchase of "AVID Weekly" or other similar student support materials to be used to enhance AVID learning in the classroom

**AVID WORKSHOP ATTENDANCE 2012/2013**      \$1,800 (*\$600 per intermediate school*)  
Substitute costs for each school to support AVID teacher attendance at AVID workshops  
(*SAUSD agrees to release AVID teachers to attend AVID workshops*)

## **2. ADDITIONAL PROGRAM ACTIVITIES MADE AVAILABLE TO SAUSD**

In addition to OCUW's grant support of the AVID program outlined above, OCUW funding will provide the following education support services to the selected schools within your district. The estimated value of these Destination Graduation program services is \$10,000 per school.

### **ROADTRIP NATION STUDENT CURRICULUM**

OCUW is funding Roadtrip Nation to provide SAUSD AVID classrooms with enough copies of the Roadtrip Nation Experience curriculum to be implemented in two AVID grade levels as determined by AVID teachers. This exciting curriculum is designed to assist students to explore and define their academic and career interests. (*SAUSD agrees to implement Roadtrip Nation curriculum in a timely manner in two AVID grade levels*)

### **OCUW'S MOBILE CAREER EXHIBITS**

OCUW is funding Vital Link to deliver the Mobile Career Units to the campuses of Carr, McFadden and Spurgeon Intermediate schools during the 2012/2013 school year. These units will be delivered, staffed and supported for the entire school day. As a result, we request that each school encourage all teachers and students (not just AVID students) to experience these interactive hands-on career exploration exhibits. (*SAUSD agrees to communicate with Vital Link to schedule the Mobile Exhibit Day on campus and to maximize student attendance beyond the AVID classrooms.*)

### **OFF-CAMPUS CAREER EXPLORATION FIELD-TRIP**

OCUW is also funding Vital Link to provide off-campus career exploration field trips for 300 AVID students (100 students from each of the three schools indicated above), as selected by the AVID teachers. OCUW funding covers the cost of transportation, student lunches and classroom substitutes. AVID teachers will receive the 2012/2013 Career Exploration Field trip calendar from Vital Link by September 28<sup>th</sup>. Visits can include Microsoft, EON Reality, Rapid Tech, UCI Medical, OC Crime Lab or Digital Media Arts. (*SAUSD will release AVID students and AVID teachers to attend Vital Link field trip*)



Orange County United Way

#### **ON-SITE CAREER EXPLORATION**

OCUW will connect corporate partner executives with AVID students through AVID classroom "meet and greets." Students will learn about career opportunities from local role models. Speakers will be approved by AVID teachers. *(SAUSD AVID teachers will work with OCUW to schedule Career Exploration Days in the AVID classrooms.)*

#### **STUDENT ACADEMIC AND CAREER PLANS (OPTIONAL)**

OCUW will make Kuder training and Kuder access codes available to partner schools, as requested, to ensure AVID students have access to on-line career assessment planning tools. *(SAUSD AVID teachers are not required to utilize Kuder if other system is in place such as Naviance or Bridges.)*

#### **PARENT ENGAGEMENT**

OCUW has funded the printing of LEA's *Ten Commandments for Parents* and the *40 Developmental Assets* (in English and Spanish) and will provide requested copies to SAUSD through the District Parent Engagement Liaison, to compliment current parent engagement efforts at SAUSD. *(SAUSD is not required to schedule an LEA training, but is encouraged to utilize educational materials to compliment current parent engagement efforts. OCUW will work with SAUSD to explore additional parental engagement opportunities.)*

### **3. GRANT FUNDING CONDITIONS**

SAUSD agrees to maintain the AVID program at the aforementioned schools and will support the implementation of Destination Graduation program activities as outlined above. The Purpose of the Grant is subject to modification only with OCUW's prior written approval. SAUSD must inform OCUW, in writing, immediately, of any changes, delays and/or problems associated with implementation of the project that will jeopardize the agreed upon purpose.



Orange County United Way

IN WITNESS WHERE OF, the duly authorized representatives of the parties below have caused this Grant Agreement to be executed and considered the same to be effective as of the date written above.

**BY DISTRICT:**

PRINT NAME: Michael P. Bishop Sr. Deputy Superintendent of Operations	Date
---	------

**BY ORANGE COUNTY UNITED WAY:**

Carla Vargas Senior Vice President, Community Impact	Date
---	------

Taryn Vidovich Chief Financial Officer	Date
---	------

**OCUW'S DESTINATION GRADUATION CONTACT INFORMATION**

Karen Francis  
 Director Community Investments  
 949-263-6109  
[karenf@unitedwayoc.org](mailto:karenf@unitedwayoc.org)

Brandi Tatman  
 Community Investment Specialist  
 949-263-61110  
[brandit@unitedwayoc.org](mailto:brandit@unitedwayoc.org)

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2012-13 School Year**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Doreen Lohnes, Assistant Superintendent, Support Services**

**PREPARED BY:**   **Doreen Lohnes, Assistant Superintendent, Support Services**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of Individualized Education Programs (IEP) services for students with disabilities. These students may require services that address academic, social-emotional, and other unique needs as identified in their IEPs. The IEP teams recommended placement at a nonpublic school and/or a nonpublic agency for services as necessary, pursuant to an IEP or settlement agreement.

**RATIONALE:**

The District is required to provide appropriate education, at no cost to parents, for all students with disabilities who reside within the District in accordance with their IEPs. If a program is not available, necessary contract services are required through a private provider.

**FUNDING:**

Special Education: Not to exceed \$138,030

**RECOMMENDATION:**

Approve the master contracts and/or individual service agreements with nonpublic schools and agencies for students with disabilities for the 2012-13 school year.

DL:evl:jh



**Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2012-13 School Year**

---

**Board Meeting: September 25, 2012**

Student ID#	Amount	Master Contract and Individual Service Agreement for Nonpublic School/Agency
168499	\$138,030	Provo Canyon School



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Ratification of Payment and/or Reimbursement of Costs Incurred for Designated Instructional Services for Students with Disabilities for 2011-12 School Year**

**ITEM:**                   **Consent**

**SUBMITTED BY:** **Doreen Lohnes, Assistant Superintendent, Support Services**

**PREPARED BY:** **Doreen Lohnes, Assistant Superintendent, Support Services**

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board ratification of payment and/or reimbursement of costs incurred for designated instructional services for students with disabilities.

**RATIONALE:**

The parties listed participated in an Individualized Education Program (IEP) meeting and agreed to reimburse the parents for transportation to and from school, at the Internal Revenue mileage rate.

**FUNDING:**

Special Education: Not to Exceed \$200

**RECOMMENDATION:**

Ratify payment and/or reimbursement of costs incurred for designated instructional services for students with disabilities for the 2011-12 school year.

**Payment and/or Reimbursement of Costs Incurred for Designated Instructional Services  
for Students with Disabilities for 2011-12 School Year**

---

**Board Meeting: September 25, 2012**

Student ID#	Amount	Parent of
318599	\$200	318599

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Ratification of Provider Participation Agreement with California Department of Health Care Services for LEA Medi-Cal Billing Option Program**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Doreen Lohnes, Assistant Superintendent, Support Services**

**PREPARED BY:**   **Diane Rey, Program Specialist, Health Services**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board ratification of the Provider Participation Agreement (PPA) with the California Department of Health Care Services for the Local Educational Agency (LEA) Medi-Cal Billing Option. The PPA is a requirement for each LEA provider participating in the LEA Medi-Cal Billing Option Program, identified in section 51270 (a)(2) of the California Code of Regulations. The final form of the PPA was received by the District from the California Department of Health Care Services on September 10, 2012.

The PPA sets forth responsibilities for the District and for the Department of Health Care Services. Among the responsibilities of the District are to comply with California Welfare and Institutions Code regulations, retain necessary records, ensure correct billing procedure, accept approved rates, reinvest Medi-Cal funds in services for school children and their families, designate an existing collaborative to make decisions about reinvestment of funds, submit an annual report, and adhere to all applicable federal regulations regarding services and expenditures. The Department of Health Care Services is responsible to review the District's Medi-Cal report and to remit Medi-Cal payments to the District.

The LEA Medi-Cal billing option provides revenue from bills submitted by District special education staff for special education assessment and treatment services that they administer to students. Services are provided by nurses, psychologists, speech therapists, occupational therapists, physical therapists and teachers of students with autism. The funds received are to be reinvested to supplement services for school children and their families.

In accordance with State requirements, a local collaborative was established to make decisions about the reinvestment of funds and provide planning, implementing, financing, and monitoring of the child and systems of family support.

**RATIONALE:**

Since 2007-08, the LEA Medi-Cal billing option has provided the District with an annual income stream of \$1.2 million. Funds have been used to support increased nursing and psychological services for students, increased teaching and support staff to expand programs for students with autism, dissemination of information to parents about health care services in the community, staff development for District service providers, and instructional materials and equipment.

**FUNDING:**

California Department of Health Care Services : Revenue generated from services billed.

**RECOMMENDATION:**

Ratify the Provider Participation Agreement with the California Department of Health Care Services for LEA Medi-Cal Billing Option Program.

A handwritten signature in black ink, appearing to be the initials 'DL' followed by a stylized flourish.

**INSTRUCTIONS FOR COMPLETING THE  
LEA Medi-Cal Billing Option Program  
Provider Participation Agreement and  
LEA Medi-Cal Provider Enrollment Information Sheet**

These instructions were developed to assist Local Educational Agencies (LEAs) in completing the LEA Medi-Cal Billing Option Program Provider Participation Agreement (PPA), the LEA Medi-Cal Provider Enrollment Information Sheet (MPEIS), LEA Consortium Billing Sheet, Certification of State Matching Funds for LEA Services, Annual Report Financial Statement Data, and the Statement of Commitment to Reinvest which are used to enroll LEAs in the LEA Medi-Cal Billing Option Program.

- ◇ LEA Website: <http://www.dhcs.ca.gov/provgovpart/Pages/LEA.aspx>
- ◇ DO NOT revise the forms as they are considered a legally binding contract.
- ◇ This is a fillable document, all information must be typed, except where specifically notated.
- ◇ Print the instructions and use them to help you navigate through tabs at the bottom of the page to assist with the completion of the PPA/Annual Report. **Print Each Tab Individually.**
- ◇ **Failure to submit the PPA by the due date will result in suspension from the LEA Medi-Cal Billing Option Program.**

---

**The LEA Medi-Cal Provider Enrollment Information Sheet Instructions:**

- ◇ **Date:** Type the signature date of the document.
- ◇ **Official LEA Provider Name:** Select the official name of your LEA as registered with California's Department of Education from the drop-down list.
  - ◇ **Note:** If the LEA Provider Name is selected from the drop-down list, the LEA Provider Name will auto populate throughout the document.
    - \* If the LEA name is not on the drop-down list, type the LEA name on the line below.
    - \* If the LEA is a new provider, check the appropriate box.
- ◇ **Doing Business As (DBA):** Type the business name of your LEA if it differs from the official LEA name used for tax purposes on file with the IRS.
  - ◇ The business name should be listed as a DBA name on the Medi-Cal Provider Master File; however, the LEA name that is on file with the Department of Education is the Official LEA Name.
- ◇ **LEA Administrative Office Address:** Type the address from which your LEA will be preparing Medi-Cal claims and will maintain the Medi-Cal documentation related to the claims. Check the appropriate box if this is the LEAs mailing address. DO NOT use a post office box address.
- ◇ **Service Address:** Type the address from which LEA services are rendered. Check the appropriate box if this is the LEAs mailing address. DO NOT use a post office box address.
- ◇ **Payment Address:** Type the address to which your LEA will receive payment for service. Check the appropriate box if this is the LEAs mailing address.
- ◇ **Primary Contact Name/Title:** Type the name and title of the person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.
- ◇ **Telephone Number:** Type the telephone number of the office or contact person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.
- ◇ **Fax Number:** Type the fax number of the office or contact person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.

**INSTRUCTIONS FOR COMPLETING THE  
LEA Medi-Cal Billing Option Program  
Provider Participation Agreement and  
LEA Medi-Cal Provider Enrollment Information Sheet**

- ◇ **Email Address:** Type the email address of the office or contact person within the LEA responsible for administering the LEA Medi-Cal Billing Option Program.
- ◇ **Secondary Contact Name:** Type the name of the person within the LEA who assists with administering the LEA Medi-Cal Billing Option Program.
- ◇ **Secondary Email Address:** Type the email address of the contact person within the LEA who assists with administering the LEA Medi-Cal Billing Option Program.
- ◇ **California School Directory (CDS) Code:** Type the fourteen (14) digit California School Directory (CDS) Code as registered with the Department of Education.
- ◇ **Federal Employer Identification Number (EIN):** Type the nine (9) digit LEA Federal Employer Identification Number (EIN) on record with the IRS. It is imperative that the Official LEA Name and Federal EIN number are in accordance with the LEAs IRS records. The Business Service/Fiscal Officer can provide the required IRS documentation that must accompany your enrollment application.
- ◇ **National Provider Identification (NPI) Number:** Type the unique, 10-digit, intelligence-free, numeric identifier that all covered health care providers, health plans, and health care clearinghouses must use to process administrative and financial transactions.
  - ◇ **Note:** Please ensure that the NPI is correct, this number will populate through out the entire document.
  - ◇ The NPI Number is issued and obtained through the Centers for Medicare & Medicaid Services (CMS) National Plan and Provider Enumeration System (NPPES). If you have not already obtained an NPI Number you must obtain one prior to applying to participate in the LEA Medi-Cal Billing Option Program. The NPI Number is a Health Insurance Portability and Accountability Act (HIPAA) Administrative Simplification Standard that does not carry any information about healthcare providers; such as the state in which they live or their medical specialty. The NPI must be used in lieu of legacy provider identifiers in the HIPAA standards transactions. For information on how to obtain an NPI Number please use the following resources:
    - ◇ Information on the web: [www.cms.hhs.gov/NationalProidentStand/04\\_education.asp](http://www.cms.hhs.gov/NationalProidentStand/04_education.asp)
    - ◇ Information via the NPI Enumerator Phone Line: 1-800-465-3203 or TTY 1-800-692-2326.
    - ◇ Applying on the web: <https://nppes.cms.hhs.gov>
- ◇ **Signature of Authorized Representative:** The person who has the authority to bind the LEA to the statements made on the LEA Medi-Cal Provider Participation Agreement, whose signature certifies that the information provided is true, accurate, and complete. This should be the Superintendent, Assistant Superintendent or Authorized Business Services/Fiscal Officer.
- ◇ **Name and Title of Authorized Representative:** Type the name and title of the person who signed the LEA Medi-Cal Provider Enrollment Information Sheet.

**INSTRUCTIONS FOR COMPLETING THE  
LEA Medi-Cal Billing Option Program  
Provider Participation Agreement and  
LEA Medi-Cal Provider Enrollment Information Sheet**

**LEA Consortium Billing**

- ◇ This form is only required if the LEA is part of a billing consortium where more than one LEA bills under the same NPI number.
  - ◇ All LEAs claiming under the same NPI should be included on this sheet.
  - ◇ The LEA that is directly linked to the NPI is responsible for making sure that the funds for all LEAs in the collaborative are included in the annual report.
  - ◇ Print additional pages of the consortium billing page if necessary.
  - ◇ **Official LEA Provider Name:** Type the official name of your LEA as registered with California's Department of Education.
    - ◇ If the LEA Name was selected from the drop-down list, it will auto populate in this section.
  - ◇ **National Provider Identification (NPI) Number:** Type the unique, 10-digit, intelligence-free, numeric identifier that all covered health care providers, health plans, and health care clearinghouses must use to process administrative and financial transactions.
    - ◇ The NPI will auto populate from the Medi-Cal Provider Information Sheet.
  - ◇ **LEA Name:** Type the LEAs name as registered with the Department of Education for each LEA in the consortium.
  - ◇ **Service Address:** Type the location where LEA services are rendered for each LEA.
  - ◇ **CDS Code:** Type the fourteen (14) digit CDS code for each LEA in the consortium.
- 

**The LEA Medi-Cal Billing Option Program Provider Participation Agreement Instructions: Page 1**

- ◇ **Official LEA Provider Name:** Type the official name of your LEA as registered with California's Department of Education. This field will auto populate.
- ◇ **Effective Agreement Period:** Type the fiscal year of the agreement.

**Page 10: Article V - Execution**

- ◇ **Official LEA Provider Name:** Type the official name of your LEA as registered with California's Department of Education. This field will auto populate.
- ◇ **Name of the Authorized Representative(s):** Type the name of the person who is authorized to bind contracts for the LEA.
- ◇ **Title of the Authorized Representative(s):** Type the title of the person(s) who signed the PPA.
- ◇ **Signature of the First Authorized Representative:** The person who has the primary authority to contractually bind the LEA to the statements in the LEA PPA and whose signature certifies that the information provided is true, accurate, and complete must sign this form. By signing the LEA PPA, the First Authorized Representative, on behalf of the LEA, agrees to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA. This should be the Superintendent or Assistant Superintendent.

**INSTRUCTIONS FOR COMPLETING THE  
LEA Medi-Cal Billing Option Program  
Provider Participation Agreement and  
LEA Medi-Cal Provider Enrollment Information Sheet**

- ◇ **Signature of the Second Authorized Representative:** The the person who has secondary authority to contractually bind the LEA to the statements in the LEA PPA and whose signature certifies that the information provided is true, accurate, and complete must sign this form. By signing the LEA PPA, the Second Authorized Representative, on behalf of the LEA, agrees to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA. This should be the Business Services/Fiscal Officer.
  
- ◇ **Date:** Type the signature date of the document.
  
- ◇ **Signature of the CDE Authorized Representative:** (DO NOT complete this portion of the agreement. This portion is for California Department of Education use only). The staff person from the California Department of Education, who has the authority to review, approve, and certify the information provided by the LEA on the PPA is true, accurate, and complete, must sign this form. By signing the LEA PPA, the CDE Authorized Representative, on behalf of the California Department of Education, confirms the LEAs agreement to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA.
  
- ◇ **Signature of the DHCS Authorized Representative:** (DO NOT complete this portion of the agreement. This portion is for California Department of Health Care Services use only). The staff person from the California Department of Health Care Services, who has the authority to review, approve, and certify the information provided by the LEA on the PPA is true, accurate, and complete, must sign this form. By signing the LEA PPA, the DHCS Authorized Representative, on behalf of the California Department of Health Care Services, confirms the LEAs agreement to comply with all LEA Medi-Cal Billing Option Program requirements, restrictions, and procedures; including, but not limited to: following Medi-Cal procedures, submitting required reports, and reinvesting Medi-Cal reimbursements as specified in the PPA.

---

**Attachment 1: Certification of State Matching Funds for LEA Services**

- ◇ **Line 1:** Type the official name of your LEA as registered with California's Department of Education. This field will auto populate.
  
- ◇ **Line 2:** Type the amount your LEA has budgeted in the current fiscal year to fund the activities covered by the LEA Medi-Cal Billing Option Program. This line must include a dollar figure greater than \$0.
  - ◇ **Note:** To estimate the dollar amount to include on the Certification of State Matching Funds for LEA Services, add up the costs of employees who provide health services (wages, benefits, administrative costs), and any contracted health services. (Exclude any employees who are 100% federally funded from the calculation, but include all other nurses, counselors, psychologists, etc.) Multiply the total health services costs by the percentage of Medi-Cal students your LEA serves by using a percentage based on the median of your Free and Reduced Lunch and CalWorks program recipients.
  
- ◇ **Signature of Authorized Representative:** The person who has the authority to bind the LEA to the statements made on the Certification of State Matching Funds for LEA Services (Attachment 1) and whose signature certifies that the information provided is true, accurate, and complete must sign this form. This should be the Superintendent, Assistant Superintendent or Business Services/Fiscal Officer.



**INSTRUCTIONS FOR COMPLETING THE  
LEA Medi-Cal Billing Option Program  
Provider Participation Agreement and  
LEA Medi-Cal Provider Enrollment Information Sheet**

- ◇ **Name of the Authorized Representative:** Type the name of the person who signed the Certification of State Matching Funds for LEA Services.
- ◇ **Title of the Authorized Representative:** Type the title of the person who signed the Certification of State Matching Funds for LEA Services.
- ◇ **Date:** Type the signature date of the document.

**Attachment 1A: Annual Report Financial Statement Data**

- ◇ **Financial Statement: July 1, 2011 – June 30, 2012:** Summarize revenues received, if any, from the LEA Medi-Cal Billing Option Program during the prior fiscal year for which you are reporting and list how your LEA has reinvested those revenues in expanded health and social services.
  - ◇ **Note:** Shaded fields (c), (d), and (e) on this document will auto calculate.
- ◇ **Official LEA Provider Name:** Type the official name of your LEA as registered with California's Department of Education. This field will auto populate.
- ◇ **National Provider Identifier:** Type the unique, 10-digit, intelligence-free, numeric identifier that all covered health care providers, health plans, and health care clearinghouses must use to process administrative and financial transactions. This field will auto populate.
- ◇ **Line A:** Enter the total LEA revenue received from the LEA Medi-Cal Billing Option Program for the 2011-2012 fiscal year.
- ◇ **Line B:** Enter the total LEA revenue carried over from the LEA Medi-Cal Billing Option Program from previous fiscal year(s). \*This should be a positive number.
- ◇ **LEA Medi-Cal Billing Option Expenditures:** Expense categories along the left side of the statement were designed with standard Education Chart of Account codes. Provide your best estimate of how your expenditures break down. Additional pages describing expenditures may be attached. \*A more thorough description of appropriate services can be found in the California Education Code, Section 8804(g).
- ◇ **Reinvestment Expenditures:** If there is an ending balance indicated on line (e), it is required that the plan for future use of this unexpended revenue be listed. This usage may be similar to the anticipated service priorities for the next fiscal year. The plan for future use of unexpended revenue may also be based on anticipated service priorities decided by the LEA Collaborative for the reporting Fiscal Year.
  - ◇ Helpful Hint: A valuable reference tool would be to review a copy of the LEA Annual Report submitted by your LEA last year.

**Attachment 2: Statement of Commitment to Reinvest**

- ◇ The LEA Collaborative may vary according to community needs; however, the collaborative should include representation from: the school, a major public agency serving students and families (including health, mental health, social services, juvenile justice, courts, civic and business leadership), the advocacy community, parents and/or guardians, current safety net and traditional health care providers, and the LEA fiscal business office. Experience has shown that LEA Collaboratives consisting of at least three representatives from differing agencies/interests will best serve the needs of the collaborative decision making process.

The LEA Collaborative may be a newly established or existing collaborative interagency human services group at the county or sub-county level. This group makes decisions regarding the reinvestment of LEA Medi-Cal Billing Option Program funds.

**INSTRUCTIONS FOR COMPLETING THE  
LEA Medi-Cal Billing Option Program  
Provider Participation Agreement and  
LEA Medi-Cal Provider Enrollment Information Sheet**

ALL LEA Collaborative partners are required to provide original signatures on this document in BLUE ink.

- ◇ **Line 1:** Type the official name of your LEA as registered with California's Department of Education. This field will auto populate.
  - ◇ **Description of LEA Medi-Cal Collaborative:** Describe the role of the collaborative by answering how reinvestment decisions are made, and the planned frequency of meeting.
    - ◇ **Note:** If the collaborative has not yet developed an infrastructure, please do so in order to answer these required questions. Leaving this area blank or answering "not applicable" is not an acceptable response.
  - ◇ **Anticipated Service Funding Priorities:** List the top service funding priorities for your LEA for the upcoming school year. Examples of service funding priority categories include Healthy Start operations (staff and cost), case management activities, nursing services, counseling services, family support services, and computer hardware purchases for electronic Medi-Cal billing.
- 

**Attachment 2A: Statement of Commitment to Reinvest-LEA Collaborative Partners**

- ◇ **Names of the Collaborative Partners:** Type the name of the persons who signed the Statement of Commitment to Reinvest.
- ◇ **Titles of the Collaborative Partners:** Type the title of the persons who signed the Statement of Commitment to Reinvest.
- ◇ **Organizations of the Collaborative Partners:** Type the affiliated organizations of the persons who signed the Statement of Commitment to Reinvest.
- ◇ **Signatures of the Collaborative Partners:** The persons who have the authority to bind the LEA to the statements made on the Statement of Commitment to Reinvest (Attachment 2A) must sign this form.
- ◇ **Date:** Type the signature date of the document.



State of California-Health and Human Services Agency  
 Department of Health Care Services  
 Local Educational Agency (LEA)  
 Medi-Cal Provider Enrollment Information Sheet  
 2012-2013 Fiscal Year



EDMUND G. BROWN JR.  
 GOVERNOR

Date: August 31, 2012

Official LEA Name: Santa Ana Unified School District  
 Check if new provider  
 (The LEA Name will populate throughout the entire document)

Doing Business As (DBA): \_\_\_\_\_

**LEA Address**  
 Check the appropriate box for the mailing address

LEA Administrative Office Address:  
 Check if mailing address 1601 E. Chestnut Ave.  
Santa Ana, CA 92701

Service Address  
 Check if mailing address Same as above

Payment Address:  
 (Complete ONLY if different from the Administrative Office Address)  
 Check if mailing address Same as above

**LEA Contact Information**

Primary Contact Name: Diane Rey  
 Contact Title: Medi-Cal Coordinator- Health Services  
 Telephone Number: (714) 433-3427  
 Fax Number: (714) 433-3425  
 Email Address: diane.rey@sausd.us  
 Secondary Contact Name: Laura Lopez  
 Secondary Email Address: laura.lopez@sausd.us

**LEA Identification Codes**

California School Directory (CDS) Code: 30-66670  
 National Provider Identification (NPI) Number: 1639395346  
 (This field will populate throughout the entire document)  
 LEA Federal Employer Identification Number (EIN): 95-6002823

**LEA Authorization**

Signature of Authorized Representative: \_\_\_\_\_  
 Typed or Printed Name of Authorized Representative: Michael P. Bishop, Sr.  
 Typed or Printed Title of Authorized Representative: Deputy Superintendent- Operations

DHCS USE ONLY	
Medi-Cal Provider Number :	_____
Effective Date:	_____
Date Added:	_____



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Services Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Consortium Billing  
2012-2013 Fiscal Year



EDMUND G. BROWN JR.  
GOVERNOR

\* Enter the LEA name, service address, and CDS Code for each LEA billing under the NPI number provided. Print additional pages if needed.

The following LEAs are part of Santa Ana Unified School District  
consortium and bill under NPI # 1639395346

1

LEA Name
LEA Service Address
CDS Code: _____

6

LEA Name
LEA Service Address
CDS Code: _____

2

LEA Name
LEA Service Address
CDS Code: _____

7

LEA Name
LEA Service Address
CDS Code: _____

3

LEA Name
LEA Service Address
CDS Code: _____

8

LEA Name
LEA Service Address
CDS Code: _____

4

LEA Name
LEA Service Address
CDS Code: _____

9

LEA Name
LEA Service Address
CDS Code: _____

5

LEA Name
LEA Service Address
CDS Code: _____

10

LEA Name
LEA Service Address
CDS Code: _____



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

**1639395346**

National Provider Identification Number

Official LEA Provider Name:

Effective Agreement Period:

**Santa Ana Unified School District**

**July 1, 2012- June 30, 2015**

**ARTICLE I – STATEMENT OF INTENT**

The purpose of this contract is to permit qualified Local Educational Agencies (LEAs-Provider Type 55) to participate as providers of services under the State Medicaid program, Medi-Cal. This contract sets out responsibilities relative to participation in the LEA Medi-Cal Billing Option Program. The mutual objective of the California Department of Health Care Services, The California Department of Education, and the Local Educational Agency is to improve access to needed services for children.

**ARTICLE II – LEA PROVIDER RESPONSIBILITIES**

By entering into this agreement, the LEA Provider shall:

1. Comply with California Welfare and Institutions Code, Chapter 7 (commencing with Section 14000) and Chapter 8 (commencing with Section 14200); California Code of Regulations, Title 22, Division 3 (commencing with Section 50000); and California Education Code, Articles 1,2,3,4,4.5, and 15 and Sections 8800 and 49400; all as periodically amended.
2. Retain necessary records for a minimum of three years from the date of submission of the LEA Cost and Reimbursement Reconciliation Schedule (CRCS). Records must fully disclose the extent of services furnished to the student and must meet documentation requirements of the California Code of Regulations, Title 22. The LEA Provider also agrees to furnish these records and any information regarding payments claimed for providing the services, upon request, to the California Department of Health Care Services, Medi-Cal Audits and Investigations; California Department of Justice, Medi-Cal Fraud Bureau; Office of State Controller, Medi-Cal Audits Project; or U.S. Department of Health and Human Services, or their duly authorized representatives.
3. Ensure that all Medi-Cal covered services are furnished by qualified practitioners acting within their scope of practice, in accordance with California Code of Regulations, Title 22; California Business and Professions Code, Division 2, Section 500 through 4998; and California Education Code, Section 44000.



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

4. Ensure services billed using the National Provider Identification (NPI) number will not be separately billed by the rendering practitioners.
5. Annually put forth and certify the State match portion of Federal claiming dollars for unique LEA bundled services only as specified in section 51270 of the California Code of Regulations. (Attachment 1: Certification of State Matching Funds for current fiscal year)
6. Accept as payment the approved LEA service rates minus the following LEA Medi-Cal Billing Option Program related costs:
  - 1) The Department of Health Care Services administrative and processing services costs related to the management of the LEA Medi-Cal Billing Option Program, not to exceed one (1) percent of the amount payable to the LEA submitting the claim.
  - 2) The Department of Health Care Services audit administration and associated audit resources costs to ensure fiscal accountability of the LEA Medi-Cal Billing Option Program and to comply with the California Medi-Cal State Plan, not to exceed one (1) percent of the amount payable to the LEA submitting the claim, with a program wide amount of \$650,000 annually, as authorized in the 2009-2010 Budget Concept Proposal (BCP) negotiations and may be altered in the future
  - 3) The Department of Health Care Services costs required to fund and support the activities originally outlined in Senate Bill 231 (Chapter 655, Statutes of 2001) and now mandated by Welfare & Institutions Code 14115.8, not to exceed a program wide amount of \$1,500,000 annually. This fee is currently collected through a two and one half (2.5) percent fee against individual LEA paid claims amounts.
7. Any federal funds received by an LEA Provider for LEA Services shall be reinvested in services for school children and their families. These funds shall be used to supplement, not supplant, existing services. School-linked support services for children and families consist of services such as case-managed health, mental health, social, and academic support services benefiting children and their families. The services are intended to benefit children and their families and may include, but are not limited to the following examples as SB 620 originally outlined, and now can be found in California Education Code, Section 8804(g):
  - 1) Health care, including:
    - (A) Immunizations.
    - (B) Vision and hearing testing and services.
    - (C) Dental Services.
    - (D) Physical examinations, diagnostic, and referral services
    - (E) Prenatal care.



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

- 2) Mental health services, including primary prevention, crisis intervention, assessments, and referrals, and training for teachers in the detection of mental health problems.
  - 3) Substance abuse prevention and treatment services.
  - 4) Family support and parenting education, including child abuse prevention and school age parenting programs.
  - 5) Academic support services, including tutoring, mentoring, employment, and community service internships, and in-service training for teachers and administrators.
  - 6) Counseling, including family counseling and suicide prevention.
  - 7) Services and counseling for children who experience violence in their communities.
  - 8) Nutrition services.
  - 9) Youth development services, including tutoring, mentoring, recreation, career development, and job placement.
  - 10) Case management services.
  - 11) Provision of on-site Medi-Cal eligibility workers.
8. Administrative costs must be necessary and reasonable for the proper and efficient administration of the program. The cost of professional and consultant services are allowable when reasonable in relation to the services rendered and when not contingent upon recovery of costs from the Federal Government, OMB Circular A-87 § 32(a); and 45 CFR 74.45.
  9. Establish or designate an existing collaborative interagency human services group (local collaborative) at the county level or sub-county level to make decisions about the reinvestment of funds made available through the LEA Medi-Cal Billing Option Program.

The purpose of the local collaborative is to create a focus for local collective decision making about planning, implementing, financing, and monitoring the child and family support system.



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

The membership of the local collaborative may vary according to regional needs. Generally, representation will include the schools, major public agencies serving children and families; including health, mental health, social services, and juvenile justice, the courts, civic and business leadership, the advocacy community, parents or guardians, current safety net and traditional health care providers, and LEA fiscal business staff.

In conjunction with making decisions on reinvestment, the local collaborative should work toward assuming the following major functions:

- To identify needs and develop and coordinate community-wide strategies in response to identified and documented problems confronting children and families;
- To promote innovative community services in order to ensure early, accessible, and responsive service delivery to families;
- To coordinate fiscal strategies to assure more comprehensive services (e.g., receipt and allocation of funds; "pooling" of current agency funding for jointly developed services; leveraging of public and private resources, etc.); and
- To assess and monitor outcomes for children and families.

LEAs are not required to establish a new local collaborative to carry out the activities outlined above if interagency collaborative bodies already exist to organize coordinated services for children. However, if a new local collaborative is formed, it shall establish procedures to ensure on-going collaboration and consultation with any existing efforts to provide coordinated services for children.

Examples of collaboration efforts which currently exist in some local areas include, but are not limited to:

- Children and Family Coordinating councils as specified in Welfare and Institutions Code, commencing with Section 18986. (SB 997 of 1989; Presley-Brown Interagency Children's Services Act)
  - Local Agency Collaboration as specified in California Education Code, commencing with section 8806.
10. Attest in writing that the local collaborative body (described in 9 above) will make the reinvestment decisions (described in 7 above) regarding the use of funds made available through LEA Medi-Cal Billing Option Program reimbursements. The Statement of Commitment to Reinvest (Attachment 2A) shall be signed by the authorized representatives for all members of the collaborative.





TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

11. Submit an LEA Annual Report outlined in section 51270 of the California Code of Regulations by October 10th of each year to:

**The California Department of Education  
Coordinated School Health & Safety Office  
Attn: Shalonn Woodard  
1430 N Street, Suite 6408  
Sacramento, CA 95814**

◇ **Note: Failure to submit the PPA by the due date may result in suspension from the LEA Medi-Cal Billing Option**

In accordance with the California Code of Regulations, section 51270 (b)(6), the LEA Annual Report shall include data on expenditures and activities in the preceding fiscal year (July 1 – June 30), funding availability and service priorities for the current fiscal year. Continued enrollment is contingent upon the submission of the LEA Provider Participation Agreement/Annual Report.

The LEA Annual Report shall include:

- a) A certification of State Matching Funds for LEA Services(Attachment 1);
  - b) Concise summary financial statement identifying funds received as a result of claiming for LEA Services and how funds were reinvested in the previous year (Attachment 1A);
  - c) Identification of anticipated services priorities for the future and how funds will be reinvested (Attachment 2); and
  - d) Identification of who participates in the community collaborative (Attachment
12. Submit an LEA Cost and Reimbursement Comparison Schedule (CRCS) by **November 30th** of each following fiscal year to certify that the public funds expended for services provided have been expended as necessary for federal financial participation pursuant to the requirements of Social Security Act, Section 1903(w) and Code of Federal Regulations, Title 42, Section 433.50, et seq. for allowable costs. The CRCS is used to compare each LEA's actual costs for LEA services to the interim Medi-Cal reimbursement for the preceding fiscal year (July 1 - June 30). Continued enrollment is contingent upon submission of a CRCS. CRCS submission instructions and information may be obtained by sending an email request to: [LEA.CRCS.Questions@dhcs.ca.gov](mailto:LEA.CRCS.Questions@dhcs.ca.gov)



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

13. LEA providers shall adhere to and comply with all federal and state third party liability requirements prior to billing Medi-Cal, including, but not limited to, any policy directives issued by the Federal Health and Human Services and Centers for Medicare and Medicaid Services and those standards found in 42 United States Code Section 1396a(a) (25), 42 Code of Federal Regulations, Section 433.139; Welfare and Institutions Code Sections 14005, 14023.7, 14124.90; and Title 22, California Code of Regulations, Section 51005 and Article 15 commencing with Section 50761.
14. Any claims for LEA Services rendered by an LEA Provider shall conform to the standards set forth in Welfare and Institutions Code, Section 14115.
15. Not discriminate against any beneficiary on the basis of race, color, national or ethnic origin, sex, age, religion, political beliefs, or mental or physical disability.
16. Comply with confidentiality requirements as specified in 42 U.S. Code Section 1320c-9; 42 Code of Federal Regulations, Section 431.300; Welfare and Institutions Code, Section 14100.2; California Code of Regulations, Title 22, Section 51009; and California Education Code, Sections 49060 and 49073 through 49079.
17. The LEA shall ensure all applicable state and federal requirements are met in rendering services under this agreement. It is understood and agreed that failure by the LEA to ensure all applicable state and federal requirements are met in rendering services under this agreement shall be sufficient cause for the Department of Health Care Services to deny or recoup payments to the LEA and/or to terminate the contract. In the event of a federal audit disallowance, the LEA shall cooperate with the Department of Health Care Services in replying to and complying with any federal audit exception related to the LEA Medi-Cal Billing Option Program. The LEA shall assume sole financial responsibility for any and all federal audit disallowances related to the rendering of services under this agreement. The LEA shall assume sole financial responsibility for any and all penalties and interest charged as a result of a federal audit disallowance related to the rendering of services under this agreement. The amount of the federal audit disallowance, plus interest and penalties shall be payable on demand from the Department.

If an LEA fails to remit payment for a federal audit disallowance, and/or for any interest or penalties due to an audit disallowance, following a demand for such payment from the Department of Health Care Services, the department may, at its option: terminate the contract, withhold future payments to the LEA for services rendered, or recoup payments made to the LEA for services rendered under the LEA Medi-Cal Billing Option Program.

18. Utilize current safety net and traditional health care providers when those providers are accessible to specific school sites identified by the LEA to participate in this program, rather than adding duplicate capacity.



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

19. LEA providers shall adhere to and comply with all Federal Health and Human Services and Centers for Medicare and Medicaid Services requirements with respect to billing for services provided by other health care professionals under contract with the LEA.

If an LEA bills for services provided by health care professionals under contract to the LEA, the services rendered by the contract practitioners must be the same as those offered by the LEA's employee practitioners and must only supplement the services which the LEA is already providing.

**ARTICLE III – DEPARTMENT OF HEALTH CARE SERVICES RESPONSIBILITIES**

By entering into this agreement, the State Department of Health Care Services shall:

1. Remit payment to the LEA Provider for services rendered to eligible beneficiaries in accordance with applicable medical necessity and utilization review requirements, and billed in accordance with applicable claims submission requirements.
2. Make training available in proper documentation and billing procedures to LEA Providers.
3. Participate in the review of the LEA Annual Report in cooperation with the State Department of Education.
4. The Department shall participate in the LEA AdHoc Workgroup meetings and perform the services as authorized by the legislature in Section 14115.8 of the Welfare and Institutions Code.

**ARTICLE IV – GENERAL PROVISIONS**

This contract constitutes the entire agreement between the parties. No condition, provision, agreement, or understanding not stated in the contract shall affect any rights, duties, or privileges in connection with this contract.

This contract shall not be altered except by an amendment in writing signed by both parties. No person is authorized to alter or vary the terms or make any representation or inducement relative to it, unless the alteration appears by way of a written amendment, signed by the duly authorized representatives of the Department of Health Care Services and the Local Educational Agency.



State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

**Activation of Agreement**

This agreement will be considered in effect, upon:

- 1) Signature by authorized representatives of the LEA and the State Department of Health Care Services and the Department of Education;
- 2) Receipt of the initial Certification of State Matching Funds for LEA Services (Attachment 1) from the LEA; and
- 3) Receipt of the initial Statement of Commitment to Reinvest (Attachment 2) from the LEA.

The agreement will remain in effect subject to the requirements and conditions set forth in this agreement unless terminated under the procedures described below.

**Agreement Termination**

The LEA may terminate participation in the Medi-Cal program at any time by submitting a cover letter explaining the action requested and a Medi-Cal Supplemental Change Form (DHCS 6209) to the Department of Health Care Services Provider Enrollment Division. A copy of the notice must be sent to the California Department of Education, Coordinated School Health & Safety Office. The termination shall be effective on the last day of the month in which the notice of termination was given.

The Department of Health Care Services may terminate this contract and the participation of the LEA in the LEA Medi-Cal Billing Option Program by giving written notification of the termination and a written statement of the grounds for termination to the LEA. A copy of the notice shall be sent to the California Department of Education, Coordinated School Health & Safety Office. The termination shall be effective on the last day of the month in which the notice of termination was given. In cases where the Director determines that the health and welfare of beneficiaries or of the public is jeopardized by continuation of the contract, the contract shall be immediately terminated. In addition to other grounds for termination, failure to comply with any of the terms of this contract shall constitute cause for termination. **The suspension or termination of an LEAs certification from the California Department of Education shall be grounds for the termination of this contract.** The Director shall terminate this contract in the event that it is determined that the LEA does not meet the requirements for participation in the LEA Medi-Cal Billing Option Program or that the LEA has failed to certify that the match of federal funds has been made. The Director may terminate this contract in the event that it is determined that the LEA, or any employee or contract practitioner has violated the laws, regulations or rules governing the LEA Medi-Cal Billing Option Program.



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program



EDMUND G. BROWN JR.  
GOVERNOR

**PROVIDER PARTICIPATION AGREEMENT**

**Program Suspension**

The Provider Participation Agreement and Annual Report are required for each LEA provider participating in the LEA Medi-Cal Billing Option Program, identified in section 51270 (a)(2) of the California Code of Regulations. The Provider Participation Agreement must be renewed every three years and the Annual Report must be submitted every year. Failure to renew the Provider Participation Agreement or submit the Annual Report by the due date may result in suspension from the LEA Medi-Cal Billing Option Program.

The Department of Health Care Services may suspend an LEA provider from participation in the LEA Medi-Cal Billing Option Program in accordance with Welfare and Institutions Code Section 14123 and with the regulations contained in California Code of Regulations, Title 22, Division 3, Chapter 3, Article 6, commencing with Section 51452. Violation of any Medi-Cal statute, rule or regulation relating to the provisions of health care services under the California Medical Assistance Program by an LEA provider shall constitute grounds for issuing a reprimand, placing the provider on probationary status, or suspension from the LEA Medi-Cal Billing Option Program. The type and degree of the sanction shall be governed by the severity of the violation. Failure to submit the PPA by the due date may result in suspension from the LEA Medi-Cal Billing Option Program. Mitigating circumstances shall be considered in reaching a final determination on whether administrative sanctions will be imposed and the extent and degree of their severity.

LEAs who fail to submit the Provider Participation Agreement or the Annual Report by the schedule outlined below may be suspended from the LEA Med-Cal Billing Option Program.

<b>School Year</b>	<b>Provider Participation Agreement (PPA)</b>	<b>Annual Report (AR)</b>	<b>Due Date</b>
2012-2013	Provider Participation Agreement (PPA)	2011-2012 AR	10/10/2012
2013-2014	Addendums to the PPA (if applicable)	2012-2013 AR	10/10/2013
2014-2015	Addendums to the PPA (if applicable)	2013-2014 AR	10/10/2014
2015-2016	Provider Participation Agreement (PPA)	2014-2015 AR	10/10/2015



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Service Agency  
Department of Health Care Services  
Local Educational Agency (LEA)  
Medi-Cal Billing Option Program

PROVIDER PARTICIPATION AGREEMENT



EDMUND G. BROWN JR.  
GOVERNOR

ARTICLE V – EXECUTION

I certify that the information contained in this Provider Participation Agreement is a true and correct accounting of the Local Educational Agency’s participation in the LEA Medi-Cal Billing Option Program. This agreement shall be deemed duly executed and binding upon execution by all Parties below:

Official LEA Provider Name: Santa Ana Unified School District

Michael P. Bishop, Sr.

Name of the First Authorized Representative  
(Person legally authorized to bind contracts for the LEA: Superintendent, Assistant Superintendent, Business/Fiscal Officer)

Deputy Superintendent-Operations

Title of the First Authorized Representative

\_\_\_\_\_  
Signature of the First Authorized Representative

\_\_\_\_\_  
Date

Thelma Meléndez de Santa Ana

Name of the Second Authorized Representative  
( Authorized Fiscal/Business Official)

Superintendent

Title of the Second Authorized Representative

\_\_\_\_\_  
Signature of the Second Authorized

\_\_\_\_\_  
Date

**STATE OF CALIFORNIA  
DEPARTMENT OF EDUCATION**

\_\_\_\_\_  
Signature of the CDE Authorized Representative

\_\_\_\_\_  
Typed or Printed Name of the CDE Authorized Representative

\_\_\_\_\_  
Typed or Printed Title of the CDE Authorized Representative

\_\_\_\_\_  
Date

**STATE OF CALIFORNIA  
DEPARTMENT OF HEALTH CARE SERVICES**

\_\_\_\_\_  
Signature of the DHCS Authorized

Pilar Williams

\_\_\_\_\_  
Typed or Printed Name of the DHCS Authorized Representative

Safety Net Financing Division, Chief

\_\_\_\_\_  
Typed or Printed Title of the DHCS Authorized Representative

\_\_\_\_\_  
Date



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Services Agency  
Department of Health Care Services  
CERTIFICATION OF STATE MATCHING FUNDS FOR LEA SERVICES  
(LEA Program Provider Participation Agreement: ATTACHMENT 1)



EDMUND G. BROWN JR.  
GOVERNOR

**1639395346**  
National Provider Identification Number

In accordance with the California Code of Regulation: [\(CCR § 51270\)](#) Local Educational Agencies (LEAs) are required to certify a specific amount available in non-federal matching funds to participate in the LEA Medi-Cal Billing Option Program. The Local Educational Agency (LEA):

**Santa Ana Unified School District**

has **\$6,953,373.32** available in non-federal, certified public, LEA Medi-Cal Billing Option Program eligible funds to finance LEA Program activities for the fiscal year beginning **July 1, 2012 and ending June 30, 2013**. These funds will be matched through the LEA Program claiming process to receive an equal amount of federal Medicaid funds.

This also certifies that once the LEA named above has received reimbursement from Medicaid in the amount set forth above, billings from this LEA shall cease until such time as it is re-certified that additional matching funds are available.

The undersigned is authorized to enter into this agreement on behalf of named School District/LEA; therefore, the School District/LEA is bound to the terms and conditions contained herein.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date:

**Michael P. Bishop, Sr.**

Name of the Authorized Representative

**Deputy Superintendent- Operations**

Title of the Authorized Representative



TOBY DOUGLAS  
DIRECTOR

State of California-Health and Human Services Agency  
Department of Health Care Services  
ANNUAL REPORT FINANCIAL STATEMENT DATA  
FOR PRIOR YEAR CLAIMING  
(LEA Provider Participation Agreement: Attachment 1A)



EDMUND G. BROWN JR.  
GOVERNOR

**July 1, 2011 – June 30, 2012**  
(LEA Medi-Cal Billing Option Revenue Only)

**1639395346**  
National Provider Identification Number

The Local Educational Agency (LEA):

**Santa Ana Unified School District**

Check if new provider

Total LEA dollars received during fiscal year 2011-2012	(a)	\$	1,382,189.49
Unspent LEA funds from previous fiscal year(s)	(b)	\$	1,689,973.18
Total Revenue (lines a + b)	(c)	\$	<b>3,072,162.67</b>

Reinvestment Expenditures made during 2011-2012, regardless of year the revenue was received:

	Code	Total
Certificated Salaries	1000-1999	\$ 750,743.89
Classified Salaries	2000-2999	\$ 217,518.87
Employee Benefits	3000-3999	\$ 310,043.48
Books and Supplies	4000-4999	\$ 287,968.56
Services, Other Operating Expenses	5000-5999	\$ 510,156.24
Capital Outlay	6000-6999	
Other Outgo	7100-7699	\$ 66,414.32
Total Expenditures	(d)	\$ <b>2,142,845.36</b>

Ending Balances as of June 30, 2012  
(Total Revenue [c] less Total Expenditures [d]) (e) \$ **929,317.31**

Anticipated service funding priorities of the LEA Medi-Cal Collaborative for use of unexpended revenue  
(Ending Balance as of June 30, 2012 [e]). List Program Service Items:

Will support 2.81 FTE Licensed Vocational Nurses and contracted services, .48 FTE Psychologist, 4 FTE Nurse permanent and substitute positions, 2 FTE Speech & Language Pathologist positions, .47 FTE Paraprofessional Aide for classroom support. Support Staff supplies for Medi-Cal Outreach, Staff Development for support staff.



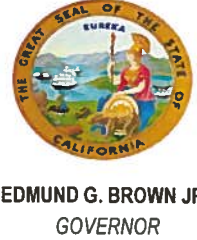


State of California-Health and Human Services Agency  
Department of Health Care Services  
ANNUAL REPORT FINANCIAL STATEMENT DATA





State of California-Health and Human Services Agency
Department of Health Care Services
STATEMENT OF COMMITMENT TO REINVEST
(LEA Program Provider Participation Agreement: ATTACHMENT 2)



1639395346
National Provider Identification Number

The Local Educational Agency (LEA):

Santa Ana Unified School District

hereby certifies that:

- 1) A local collaborative has been formed;
2) The local collaborative will include among its responsibilities the decision making process regarding the reinvestment of funds made available through participation in the LEA Medi-Cal Billing Option Program; and
3) The reinvestment of funds will remain within the school-linked support services identified in provision seven (7) of the LEA Program Provider Participation Agreement.

As specified in the Local Educational Agency (LEA) Medi-Cal Billing Option Program Provider Participation Agreement (PPA), LEAs participating in the Medi-Cal Billing Option Program must submit an LEA Annual Report describing their collaborative, service priorities, and reinvestment expenditures each Fiscal Year (FY). Please describe the role of the collaborative by answering how reinvestment decisions are made, and the planned frequency of meetings.

1. Description of LEA Medi-Cal Collaborative decision making process and frequency of

a. How are LEA Medi-Cal Collaborative decisions made? (Check one)

- X Consensus
Majority Vote
Other

b. What is the frequency of LEA Medi-Cal Collaborative meetings? (Check one)

- Monthly
Every Other Month
X Quarterly
Annually
Other

2. Anticipated service funding priorities of the LEA Medi-Cal Collaborative for fiscal year 2012-2013

(this describes plans for the potential use of Medi-Cal reimbursement that your LEA has not received yet):

List Program Service Items:

Support 2.81 FTE LVNs, 4.2 FTE Nurses, 0.48 FTE Psychologists, 2 FTE Speech Pathologist, Autism Program support. Provide staff development for support staff. Provide additional materials and equipment for support staff.



State of California-Health and Human Services Agency
Department of Health Care Services
STATEMENT OF COMMITMENT TO REINVEST
(LEA Program Provider Participation Agreement: ATTACHMENT 2A)



1639395346
National Provider Identification Number

The Local Educational Agency (LEA):

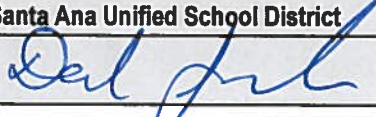
Santa Ana Unified School District


Signatures of the local collaborative partners below indicate an understanding of and commitment to the statement of commitment to reinvest outlined in Attachment 2.


\*Note: The interagency collaborative shall consist of at least three individuals with varying interest in the reinvestment of funds for the LEA Program. The collaborative membership shall involve, representatives from the schools, public agencies serving children and families, parent groups of pupils of qualifying schools, community representatives, and private partners. Additional examples of collaborative partners can be found in section 8 of the PPA and section 8806 of the California Education Code. (Print additional pages if needed)

LEA INTERAGENCY COLLABORATIVE PARTNERS

Form with three rows of collaborative partner information. Each row includes fields for Date, Name of Collaborative Partner, Title of Collaborative Partner, Organization of Collaborative Partner, and Signature of Collaborative Partner. The first row is for Doreen Lohnes, the second for Diane Rey, and the third for Diane Lappi.

Date 9/5/12  
Name of Collaborative Partner Darek Jaronczyk  
Title of Collaborative Partner Coordinator, Special Education  
Organization of Collaborative Partner Santa Ana Unified School District  
Signature of Collaborative Partner 

Date 9.5.12  
Name of Collaborative Partner Betty Calderon  
Title of Collaborative Partner Budget Analyst - Special Education  
Organization of Collaborative Partner Santa Ana Unified School District  
Signature of Collaborative Partner 

Date 9-4-12  
Name of Collaborative Partner Gayle McLean  
Title of Collaborative Partner Board Member  
Organization of Collaborative Partner Kids Vision for Life  
Signature of Collaborative Partner 

Date \_\_\_\_\_  
Name of Collaborative Partner \_\_\_\_\_  
Title of Collaborative Partner \_\_\_\_\_  
Organization of Collaborative Partner \_\_\_\_\_  
Signature of Collaborative Partner \_\_\_\_\_

Date \_\_\_\_\_  
Name of Collaborative Partner \_\_\_\_\_  
Title of Collaborative Partner \_\_\_\_\_  
Organization of Collaborative Partner \_\_\_\_\_  
Signature of Collaborative Partner \_\_\_\_\_

Date \_\_\_\_\_  
Name of Collaborative Partner \_\_\_\_\_  
Title of Collaborative Partner \_\_\_\_\_  
Organization of Collaborative Partner \_\_\_\_\_  
Signature of Collaborative Partner \_\_\_\_\_

**CHECKLIST FOR SUBMITTING THE  
LEA Medi-Cal Billing Option Program  
Provider Participation Agreement &  
Annual Report**

**FINAL CHECKLIST:**

**Please ensure:**

- ◇ You are submitting the correct version of the PPA: **DHCS 06/01/12.**
- ◇ **You DO NOT revise the PPA, the MPEIS, or any of the attachments as they are considered a legally binding contract.**
- ◇ The entire enrollment application is complete.
  - Medi-Cal Provider Enrollment Information Sheet (MPEIS)
  - Consortuim Billing (If Applicable)
  - Provider Participation Agreement (PPA)
  - Article V – PPA Signature Execution
  - Current Year Certification of State Matching Funds (Attachment 1)
  - Statement of Commitment to Reinvest (Attachment 2)
  - LEA Collaborative Partners (Attachment 2A)
- ◇ All pages are single sided.
- ◇ All required signatures on the documents are original and are in BLUE ink.
- ◇ All information is printed or typed, except where specifically notated.
- ◇ Attachments 1 and 1A include dollar amounts, where applicable.
- ◇ You make a copy of the entire Enrollment Package to keep on file with your LEA; remember, these forms describe your program responsibilities as a Medi-Cal provider. If a copy of this PPA is needed in the future, please forward your request to [PEDCorr@dhcs.ca.gov](mailto:PEDCorr@dhcs.ca.gov). Please include the NPI number, LEA, and fiscal year of the PPA.
- ◇ You send the enrollment package, with original signatures, to the California Department of Education (CDE) who must certify that the applicant is a Local Educational Agency under the California Education Code, Section 33509(e) and that the Collaborative conforms to the examples specified in the California Education Code, commencing with sections 8800 and 8806; and the Welfare and Institutions Code, commencing with Section 18986. To the address is below:

**California Department of Education  
Coordinated School Health & Safety Office  
Attn: Shalonn Woodard  
1430 N Street, Suite 6408  
Sacramento, CA 95814  
Phone: (916) 319-0197 - FAX: (916) 445-7367**

*Once these documents have been formally reviewed and approved by the California Department of Education (CDE), they will be forwarded to the California Department of Health Care Services (DHCS) for secondary review and approval. Upon approval from both CDE and DHCS, these forms, and the information contained therein, will be used by DHCS to update the Provider Master File (PMF). It is important to complete this form accurately to ensure your enrollment as a Medi-Cal provider of service is properly processed.*

**The LEA Provider Participation Agreement (PPA) has been restructured, redesigned, and updated. Major changes are:**

- PPA structure and the instructions
- The Annual Report is included in the PPA
- Consortium Page
- The due date for the PPA/Annual Report is October 10<sup>th</sup>



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of August 29, 2012 through September 11, 2012**

**ITEM:**                   **Consent**

**SUBMITTED BY:**   **Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations**

**PREPARED BY:**   **Jonathan Geiszler, Director, Purchasing and Stores**

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board ratification of the Purchase Order Summary and Listing of orders \$25,000 and over for the period of August 29, 2012 through September 11, 2012.

**RATIONALE:**

The Purchase Order Summary consists of all orders created during the period of August 29, 2012 through September 11, 2012. A detailed listing is also included for orders \$25,000 and over for various items and services.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Ratify Purchase Order Summary and Listing of orders \$25,000 and over for the period of August 29, 2012 through September 11, 2012.

MB:mm





# Santa Ana Unified School District

*Michael P. Bishop, Sr., CBO  
Deputy Superintendent,  
Operations*

**Thelma Meléndez de Santa Ana, Ph.D.**  
**Superintendent**

Date: September 11, 2012  
To: Thelma Meléndez de Santa Ana, Ph.D., Superintendent  
From: Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations  
Subject: Purchase Order Summary: From 29-AUG-2012 through 11-SEP-2012

Fund 01 General Fund	\$16,129,473.14
Fund 13 Cafeteria Fund	\$1,378,953.61
Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund	\$371,265.45
Fund 25 Capital Facilities Fund	\$114,804.61
Fund 26 Measure G Bond	\$89,183.00
Fund 29 Measure G	\$11,667.89
Fund 35 County School Facilities Fund	\$378,666.01
Fund 81 Property & Liability	\$7,427.69
Fund 35 County School Facilities Fund	\$41,189.62
Fund 81 Property & Liability	\$870.90
Grand Total:	\$17,224,387.19

Prepared By: Jonathan Geiszler, Director, Purchasing and Stores

1601 East Chestnut Avenue, Santa Ana, CA 92701-6322, (714) 558-5501

## **BOARD OF EDUCATION**

Rob Richardson, President • José Alfredo Hernández, J.D., Vice President  
Audrey Yamagata-Noji, Ph.D., Clerk • John Palacio, Member • Roman Reyna, Member



SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 1 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
276443	SOUTHWEST GENERAL CONTRACTORS, INC.		
OPSC School	Building	CARR INTERMEDIATE	\$265,050.00
Facilities Bond	Contractor	SCHOOL	
280008	VERIZON WIRELESS		
Unrestricted	Landline/Internet	DISTRICTWIDE	\$65,000.00
Discretionary			
Accounts			
280118	JL COBB PAINTING		
SAUSD GO Bond, 2008		SANTIAGO ELEMENTARY	\$1,500.00
Election, Series A		SCHOOL	
SAUSD GO Bond, 2008		SANTA ANA HIGH	\$6,500.00
Election, Series A		SCHOOL	
Capital Facilities		LATHROP	\$1,500.00
Fund		INTERMEDIATE SCHOOL	
Capital Facilities		WILLARD	\$9,800.00
Fund		INTERMEDIATE SCHOOL	
Developer Fees		CENTURY HIGH SCHOOL	\$5,500.00
OPSC School		FRANKLIN ELEMENTARY	\$14,374.85
Facilities Bond		SCHOOL	
280119	VERNE'S PLUMBING, INC.		
Child Nutrition:	Other Equipment	FOOD 4 THOUGHT	\$3,277.17
School Programs			
SAUSD GO Bond, 2008		SANTA ANA HIGH	\$3,427.30
Election, Series A		SCHOOL	
Capital Facilities		WASHINGTON	\$1,301.52
Fund		ELEMENTARY SCHOOL	
Developer Fees		CENTURY HIGH SCHOOL	\$7,214.22
OPSC School		EDISON ELEMENTARY	\$1,898.26
Facilities Bond		SCHOOL	
OPSC School		MARTIN ELEMENTARY	\$1,334.87
Facilities Bond		SCHOOL	
OPSC School		MONROE ELEMENTARY	\$2,994.53
Facilities Bond		SCHOOL	
OPSC School		SANTIAGO ELEMENTARY	\$1,696.72
Facilities Bond		SCHOOL	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 2 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
280119	VERNE'S PLUMBING, INC.		
OPSC School		SPURGEON	\$1,521.81
Facilities Bond		INTERMEDIATE SCHOOL	
OPSC School		SANTIAGO ELEMENTARY	\$10,130.92
Facilities Bond		SCHOOL	
280235	MICHAEL OLSEN		2012/06/26
Special Ed: Mental	Sub-Agreements for	SPECIAL EDUCATION	\$44,660.00
Health Services	Services		
Special Ed: Mental	Consultants	SPECIAL EDUCATION	\$25,000.00
Health Services	Instructional		
280439	GILBERT & STEARNS, INC.		
Capital Facilities		EDISON ELEMENTARY	\$13,482.67
Fund		SCHOOL	
Capital Facilities		LATHROP	\$3,124.50
Fund		INTERMEDIATE SCHOOL	
Capital Facilities		WILLARD	\$4,117.24
Fund		INTERMEDIATE SCHOOL	
Capital Facilities		SADDLEBACK HIGH	\$3,872.25
Fund		SCHOOL	
Developer Fees		CENTURY HIGH SCHOOL	\$18,474.30
OPSC School		HARVEY ELEMENTARY	\$1,129.15
Facilities Bond		SCHOOL	
OPSC School		MARTIN ELEMENTARY	\$1,334.87
Facilities Bond		SCHOOL	
280359	BEN'S ASPHALT, INC.		
SAUSD GO Bond, 2008		WILSON ELEMENTARY	\$6,419.00
Election, Series A		SCHOOL	
Community		SANTIAGO ELEMENTARY	\$1,500.00
Redevelopment		SCHOOL	
Measure G Bond		DAVIS ELEMENTARY	\$89,183.00
Series B		SCHOOL	
OPSC School		ADAMS ELEMENTARY	\$4,782.00
Facilities Bond		SCHOOL	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 3 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
280439	GILBERT & STEARNS, INC.		
OPSC School		MONROE ELEMENTARY	\$2,994.53
Facilities Bond		SCHOOL	
OPSC School		ROOSEVELT	\$403.19
Facilities Bond		ELEMENTARY SCHOOL	
OPSC School		GREENVILLE FUNDAMENTAL	\$6,750.00
Facilities Bond		ELEMENTARY SCHOOL	
OPSC School		REMINGTON	\$188.64
Facilities Bond		ELEMENTARY SCHOOL	
OPSC School		SANTA ANA HIGH	\$1,720.00
Facilities Bond		SCHOOL	
OPSC School		FREMONT ELEMENTARY	\$8,423.20
Facilities Bond		SCHOOL	
OPSC School		HARVEY ELEMENTARY	\$8,707.04
Facilities Bond		SCHOOL	
OPSC School		JEFFERSON	\$4,104.00
Facilities Bond		ELEMENTARY SCHOOL	
OPSC School		WILLARD	\$1,935.00
Facilities Bond		INTERMEDIATE SCHOOL	
280835	DRIFTWOOD DAIRY		
Child Nutrition:	Food Inventory	FOOD 4 THOUGHT	\$161,625.00
School Programs	Site Distribution		
280838	ASR FOOD DISTRIBUTORS, INC.		
Child Nutrition:	Food Inventory	FOOD 4 THOUGHT	\$64,650.00
School Programs	Site Distribution		
280888	EBERHARD EQUIPMENT		
Ongoing & Major	Equipment	BUILDING SERVICES	\$30,000.00
Maintenance Account	Maintenance		
	Supplies		
281038	BEN'S ASPHALT, INC.		
Deferred	Maintenance	BUILDING SERVICES	\$27,707.78
Maintenance Fund	Contracts Repairs		
281160	PURCHASE POWER		
Unrestricted	Bulk Mail	DISTRICTWIDE	\$117,900.00
Discretionary	(Warehouse Use Only)		
Accounts			

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 3 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
281235	IFUSION SOLUTIONS, INC.		2012/06/26
	Child Nutrition: Consultant	FOOD 4 THOUGHT	\$120,000.00
	School Programs Noninstructional		
281427	FORM PLASTICS COMPANY		
	Child Nutrition: Food Inventory	FOOD 4 THOUGHT	\$30,631.00
	School Programs Site Distribution		
281563	COLBI TECHNOLOGIES, INC.		
	SAUSD GO Bond, 2008 Plans All Other -	FACILITIES/GOVERNMENTAL	\$136,968.25
	Election, Series A Printing, etc.	RELATIONS	
281572	TEXTBOOK ENTERPRISE, INC.		
	Lottery: Textbooks	STATE TEXTBOOKS	\$26,250.00
	Instructional Materials		
281615	SUNESYS, LLC		
	Unrestricted Other Contracts	DISTRICTWIDE	\$84,200.00
	Discretionary Accounts		
281619	THINKING MAPS, INC.		
	Economic Impact Aid Other Contracts	STUDENT ACHIEVEMENT	\$25,000.00
281632	THINK TOGETHER		
	21st Century Sub-Agreements for	DEPUTY	\$2,084,321.93
	Community Learning Services	SUPERINTENDENT'S	
	Centers	OFFICE	
	21st Century Consultants	DEPUTY	\$24,248.56
	Community Learning Instructional	SUPERINTENDENT'S	
	Centers	OFFICE	
281633	THINK TOGETHER		
	21st Century Sub-Agreements for	DEPUTY	\$847,070.73
	Community Learning Services	SUPERINTENDENT'S	
	Centers	OFFICE	
	21st Century Consultants	DEPUTY	\$25,029.27
	Community Learning Instructional	SUPERINTENDENT'S	
	Centers	OFFICE	
281634	THINK TOGETHER		
	30-R2002-653 Before Sub-Agreements for	DEPUTY	\$7,031,715.03
	and After School Services	SUPERINTENDENT'S	
	Learning	OFFICE	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 4 of 11

PO No. Vendor BOA Date

Funding	Description	Location	Amount
281634	THINK TOGETHER 30-R2002-653 Before Consultants and After School Instructional Learning	DEPUTY SUPERINTENDENT'S OFFICE	\$24,697.45
281644	ACCELIFY, LLC dba "SEIS" Special Education Sub-Agreements for Services	SPECIAL EDUCATION	2012/06/26 \$929.00
	Special Education Other Contracts	SPECIAL EDUCATION	\$25,000.00
281646	PITNEY BOWES, INC. Unrestricted One Rental Contracts time Funds	PUBLICATIONS	\$49,117.80
281670	SCHOLASTIC, INC. Economic Impact Aid Sub-Agreements for Services	SANTA ANA HIGH SCHOOL	\$8,123.50
	Economic Impact Aid Consultants Instructional	SANTA ANA HIGH SCHOOL	\$18,462.50
281705	ASR FOOD DISTRIBUTORS, INC. Child Nutrition: Food Inventory School Programs Site Distribution	SIERRA PREPARATORY ACADEMY	\$5,387.50
	Child Nutrition: Food Inventory School Programs Site Distribution	MACARTHUR FUNDAMENTAL INTERMEDIATE SCHOOL	\$5,387.50
	Child Nutrition: Food Inventory School Programs Site Distribution	LATHROP INTERMEDIATE SCHOOL	\$5,387.50
	Child Nutrition: Food Inventory School Programs Site Distribution	SANTA ANA HIGH SCHOOL	\$16,162.50
	Child Nutrition: Food Inventory School Programs Site Distribution	VALLEY HIGH SCHOOL	\$10,775.00
	Child Nutrition: Food Inventory School Programs Site Distribution	CARR INTERMEDIATE SCHOOL	\$5,387.50
	Child Nutrition: Food Inventory School Programs Site Distribution	WILLARD INTERMEDIATE SCHOOL	\$5,387.50
	Child Nutrition: Food Inventory School Programs Site Distribution	MCFADDEN INTERMEDIATE SCHOOL	\$5,387.50
	Child Nutrition: Food Inventory School Programs Site Distribution	SADDLEBACK HIGH SCHOOL	\$10,775.00

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 5 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
281705	ASR FOOD DISTRIBUTORS, INC.		
Child Nutrition:	Food Inventory	SPURGEON	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	VILLA FUNDAMENTAL	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	CENTURY HIGH SCHOOL	\$10,775.00
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	GODINEZ FUNDAMENTAL	\$5,387.50
School Programs	Site Distribution	HIGH SCHOOL	
Child Nutrition:	Food Inventory	MENDEZ FUNDAMENTAL	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SEGERSTROM HIGH	\$5,387.50
School Programs	Site Distribution	SCHOOL	
281706	BIMBO BAKERIES LOS ANGELES		
Child Nutrition:	Food Inventory	SIERRA PREPARATORY	\$5,387.50
School Programs	Site Distribution	ACADEMY	
Child Nutrition:	Food Inventory	MACARTHUR FUNDAMENTAL	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	LATHROP	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SANTA ANA HIGH	\$10,775.00
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	VALLEY HIGH SCHOOL	\$10,775.00
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	CARR INTERMEDIATE	\$5,387.50
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	WILLARD	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	MCFADDEN	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SADDLEBACK HIGH	\$10,775.00
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	SPURGEON	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 6 of 11

PO No. Vendor BOA Date

Funding	Description	Location	Amount
281706	BIMBO BAKERIES LOS ANGELES		
Child Nutrition:	Food Inventory	VILLA FUNDAMENTAL	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	CENTURY HIGH SCHOOL	\$10,775.00
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	GODINEZ FUNDAMENTAL	\$10,775.00
School Programs	Site Distribution	HIGH SCHOOL	
Child Nutrition:	Food Inventory	MENDEZ FUNDAMENTAL	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SEGERSTROM HIGH	\$10,775.00
School Programs	Site Distribution	SCHOOL	
281707	A & R WHOLESALE DISTRIBUTORS		
Child Nutrition:	Food Inventory	FOOD 4 THOUGHT	\$86,200.00
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	LORIN GRISET	\$5,387.50
School Programs	Site Distribution	ACADEMY	
Child Nutrition:	Food Inventory	SIERRA PREPARATORY	\$7,542.50
School Programs	Site Distribution	ACADEMY	
Child Nutrition:	Food Inventory	MACARTHUR FUNDAMENTAL	\$15,085.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	LATHROP	\$5,387.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SANTA ANA HIGH	\$15,085.00
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	VALLEY HIGH SCHOOL	\$14,007.50
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	CARR INTERMEDIATE	\$19,395.00
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	WILLARD	\$16,162.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	MCFADDEN	\$10,775.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SADDLEBACK HIGH	\$22,627.50
School Programs	Site Distribution	SCHOOL	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 7 of 11

PO No. Vendor BOA Date

Funding	Description	Location	Amount
281707	A & R WHOLESAL E DISTRIBUTORS		
Child Nutrition:	Food Inventory	SPURGEON	\$12,930.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	VILLA FUNDAMENTAL	\$16,162.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	CENTURY HIGH SCHOOL	\$15,085.00
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	CHAVEZ CONTINUATION	\$6,465.00
School Programs	Site Distribution	HIGH SCHOOL	
Child Nutrition:	Food Inventory	GODINEZ FUNDAMENTAL	\$14,007.50
School Programs	Site Distribution	HIGH SCHOOL	
Child Nutrition:	Food Inventory	MENDEZ FUNDAMENTAL	\$14,007.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SEGERSTROM HIGH	\$14,007.50
School Programs	Site Distribution	SCHOOL	
281708	GOLD STAR FOODS		
Child Nutrition:	Food Inventory	SIERRA PREPARATORY	\$16,162.50
School Programs	Site Distribution	ACADEMY	
Child Nutrition:	Food Inventory	MACARTHUR FUNDAMENTAL	\$16,162.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	LATHROP	\$16,162.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SANTA ANA HIGH	\$31,247.50
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	VALLEY HIGH SCHOOL	\$20,472.50
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	CARR INTERMEDIATE	\$26,937.50
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	WILLARD	\$25,860.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	MCFADDEN	\$16,162.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SADDLEBACK HIGH	\$19,395.00
School Programs	Site Distribution	SCHOOL	



SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 8 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
281708	GOLD STAR FOODS		
Child Nutrition:	Food Inventory	SPURGEON	\$16,162.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	VILLA FUNDAMENTAL	\$16,162.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	CENTURY HIGH SCHOOL	\$26,937.50
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	GODINEZ FUNDAMENTAL	\$26,937.50
School Programs	Site Distribution	HIGH SCHOOL	
Child Nutrition:	Food Inventory	MENDEZ FUNDAMENTAL	\$21,550.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SEGERSTROM HIGH	\$25,860.00
School Programs	Site Distribution	SCHOOL	
281711	DOMINO'S PIZZA STORE #7893		
Child Nutrition:	Food Inventory	LORIN GRISET	\$1,939.50
School Programs	Site Distribution	ACADEMY	
Child Nutrition:	Food Inventory	SIERRA PREPARATORY	\$25,321.25
School Programs	Site Distribution	ACADEMY	
Child Nutrition:	Food Inventory	LATHROP	\$24,782.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SANTA ANA HIGH	\$9,697.50
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	WILLARD	\$34,480.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SPURGEON	\$39,113.25
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	VILLA FUNDAMENTAL	\$24,782.50
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	CENTURY HIGH SCHOOL	\$17,240.00
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	MENDEZ FUNDAMENTAL	\$64,650.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
281712	DOMINO'S PIZZA STORE #8354		
Child Nutrition:	Food Inventory	FOOD 4 THOUGHT	\$1,831.75
School Programs	Site Distribution		

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 9 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
281712	DOMINO'S PIZZA STORE #8354		
Child Nutrition:	Food Inventory	MACARTHUR FUNDAMENTAL	\$21,550.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	VALLEY HIGH SCHOOL	\$26,937.50
School Programs	Site Distribution		
Child Nutrition:	Food Inventory	CARR INTERMEDIATE	\$53,875.00
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	MCFADDEN	\$36,635.00
School Programs	Site Distribution	INTERMEDIATE SCHOOL	
Child Nutrition:	Food Inventory	SADDLEBACK HIGH	\$23,705.00
School Programs	Site Distribution	SCHOOL	
Child Nutrition:	Food Inventory	CHAVEZ CONTINUATION	\$2,155.00
School Programs	Site Distribution	HIGH SCHOOL	
Child Nutrition:	Food Inventory	GODINEZ FUNDAMENTAL	\$14,007.50
School Programs	Site Distribution	HIGH SCHOOL	
281729	RANCHO SANTIAGO COMMUNITY COLLEGE		
Lottery:	Textbooks	MIDDLE COLLEGE HIGH	\$55,000.00
Instructional		SCHOOL	
Materials			
281733	PLAYWORKS dba CHRISTINA WALLESTEIN		2012/08/28
Economic Impact Aid	Sub-Agreements for	DIAMOND ELEMENTARY	\$2,000.00
	Services	SCHOOL	
Economic Impact Aid	Consultants	DIAMOND ELEMENTARY	\$25,000.00
	Instructional	SCHOOL	
281736	MICHAEL J. CHINDAMO		2012/08/28
Special Ed: Mental	Sub-Agreements for	SPECIAL EDUCATION	\$44,660.00
Health Services	Services		
Special Ed: Mental	Consultants	SPECIAL EDUCATION	\$25,000.00
Health Services	Instructional		
281740	CAMBRIDGE EDUCATION, LLC		2012/08/28
ARRA Title 1 School	Sub-Agreements for	SANTA ANA HIGH	\$75,000.00
Improvement Grant	Services	SCHOOL	
ARRA Title 1 School	Consultants	SANTA ANA HIGH	\$25,000.00
Improvement Grant	Instructional	SCHOOL	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012 Page: 10 of 11

PO No.	Vendor		BOA Date
Funding	Description	Location	Amount
281750	ORANGE COUNTY DEPARTMENT OF EDUCATION		2012/08/28
	Special Education Other Tuition,	SPECIAL EDUCATION	\$2,400,000.00
281788	CERTICA SOLUTIONS, INC.		
	Unrestricted Other Contracts	INFORMATION	\$53,499.00
	Discretionary	TECHNOLOGY CENTER	
	Accounts		
281834	PLAYWORKS dba CHRISTINA WALLESTEIN		2012/08/28
	Economic Impact Aid Other Contracts	JEFFERSON	\$27,000.00
		ELEMENTARY SCHOOL	
281836	NCS PEARSON, INC.		2012/07/24
	ARRA Title 1 School Sub-Agreements for	SADDLEBACK HIGH	\$8,850.00
	Improvement Grant Services	SCHOOL	
	ARRA Title 1 School Consultant	SADDLEBACK HIGH	\$25,000.00
	Improvement Grant Noninstructional	SCHOOL	
	Economic Impact Aid Sub-Agreements for	SADDLEBACK HIGH	\$30,000.00
	Services	SCHOOL	
281838	VERNE'S PLUMBING, INC.		
	Ongoing & Major Maintenance	BUILDING SERVICES	\$47,000.00
	Maintenance Account Contracts Repairs		
281845	THE PLANNING CENTER		
	SAUSD GO Bond, 2008 Plans All Other -	SANTA ANA HIGH	\$50,000.00
	Election, Series A Printing, etc.	SCHOOL	
	SAUSD GO Bond, 2008 Plans All Other -	SADDLEBACK HIGH	\$50,000.00
	Election, Series A Printing, etc.	SCHOOL	
281858	STRADLING YOCCA CARLSON & RAUTH		2012/08/28
	Unrestricted Consultant	BUSINESS SERVICES	\$30,000.00
	Discretionary Noninstructional	DIVISION	
	Accounts		
281869	ESCHOLAR, LLC.		
	Unrestricted Maintenance	INFORMATION	\$70,400.00
	Discretionary Contracts Repairs	TECHNOLOGY CENTER	
	Accounts		
281907	AT&T		
	SAUSD GO Bond, 2008 Unassigned	SANTA ANA HIGH	\$26,952.08
	Election, Series A	SCHOOL	

SAUSD Board of Education Purchase Order Listing \$25,000 and Over

From 29-AUG-2012 through 11-SEP-2012

Page: 11 of 11

PO No.	Vendor			BOA Date
Funding	Description	Location		Amount
281909	RANCHO SANTIAGO COMMUNITY COLLEGE			
Lottery:	Textbooks	MIDDLE COLLEGE HIGH		\$52,000.00
Instructional		SCHOOL		
Materials				
281920	VERTICAL TRANSPORT, INC.			
Deferred	Maintenance	BUILDING SERVICES		\$100,000.00
Maintenance Fund	Contracts Repairs			
281931	ONISKO & SCHOLZ, LLP			2012/08/28
Child Nutrition:	Consultant	FOOD 4 THOUGHT		\$55,000.00
School Programs	Noninstructional			
281936	BARNES AND NOBLE BOOKSTORES			
ARRA Title 1 School Materials &		SIERRA PREPARATORY		\$74,370.00
Improvement Grant	Supplies/Software	ACADEMY		

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Ratification of Expenditure Summary and Warrant Listing for Period of August 29, 2012 through September 11, 2012

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Christeen Betz, Director, Accounting

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board ratification of the Expenditure Summary and Warrant Listing for the expenditures \$25,000 and over on a bi-monthly basis.

**RATIONALE:**

The Expenditure Summary consists of all warrants created during the period of August 29, 2012 through September 11, 2012. A detailed listing for expenditures \$25,000 and over is also included.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Ratify Expenditure Summary and Warrant Listing of expenditures over \$25,000 for the period of August 29, 2012 through September 11, 2012.

MB:mm





# Santa Ana Unified School District

*Michael P. Bishop, Sr., CBO*  
*Deputy Superintendent,*  
*Operations*

**Thelma Meléndez de Santa Ana, Ph.D.,**  
**Superintendent**

Date: September 11, 2012  
To: Thelma Meléndez de Santa Ana, Ph.D., Superintendent  
From: Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations  
Subject: Expenditures Summary: From 29-AUG-2012 through 11-SEP-2012

Fund 01 General Fund	\$953,236.32
Fund 12 Child Development	\$3,693.50
Fund 13 Cafeteria Fund	\$164,958.17
Fund 14 Deferred Maintenance Fund	\$40,426.03
Fund 24 SAUSD GO Bond, 2008 Election, Series A Bui	\$654,638.30
Fund 25 Capital Facilities Fund	\$113,589.67
Fund 26 Measure G Bond	\$135,020.33
Fund 27 Qualified School Construction Bond	\$72,074.76
Fund 28 Measure G	\$99,884.78
Fund 29 Measure G	\$3,234.00
Fund 35 County School Facilities Fund	\$3,900,089.92
Fund 68 Workers' Compensation	\$329,633.41
Fund 69 Health & Welfare	\$4,061,497.74
Fund 81 Property & Liability	\$2,183,011.00
Total Expenditures:	\$12,714,987.93

Prepared by: Christeen Betz, Director, Accounting

1601 East Chestnut Avenue, Santa Ana, CA 92701-6322, (714) 558-5501

## BOARD OF EDUCATION

Rob Richardson, President • José Alfredo Hernández, J.D., Vice President  
Audrey Yamagata-Noji, Ph.D., Clerk • John Palacio, Member • Roman Reyna, Member

# SAUSD Board of Education Warrant Listing

August 29, 2012

Page 1 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 01 General Fund</b>			
84172096	<b>AREY JONES EDUCATIONAL SOLUTION</b>		<b>\$79,059.88</b>
	Economic Impact Aid	CARVER ELEMENTARY SCHOOL	
		ENGLISH LEARNER PROGRAMS & STUDENT ACHIEVEMENT	
		WILLARD INTERMEDIATE SCHOOL	
	Economic Impact Aid-LEP	KING ELEMENTARY SCHOOL	
	IASA:Title I Basic Grants Low-Income and Neglected, Part A	DAVIS ELEMENTARY SCHOOL	
	Unrestricted Discretionary Accounts	PUBLIC INFORMATION	
84172138	<b>WARE DISPOSAL, INC.</b>		<b>\$54,368.21</b>
	Unrestricted Discretionary Accounts	DISTRICTWIDE	
84172152	<b>ESCHOOL SOLUTIONS</b>		<b>\$25,050.00</b>
	Unrestricted Discretionary Accounts	HUMAN RESOURCES DIVISION	
84172078	<b>CAL PERS SAFETY</b>		<b>\$54,457.60</b>
	Fund 01 General Fund	DISTRICT EMPLOYEE BENEFITS	
<b>Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund</b>			
84172223	<b>NTD ARCHITECTURE</b>		<b>\$209,685.71</b>
	Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund	GARFIELD ELEMENTARY SCHOOL	
<b>Fund 25 Capital Facilities Fund</b>			
84172228	<b>DAVE BANG ASSOCIATES, INC.</b>		<b>\$59,649.40</b>
	Fund 25 Capital Facilities Fund	WASHINGTON ELEMENTARY SCHOOL	
	Fund 25 Developer Fees	CENTURY HIGH SCHOOL	
<b>Fund 26 Measure G Bond</b>			
84172196	<b>WESTSIDE ELECTRIC</b>		<b>\$54,602.64</b>
	Fund 26 Measure G Bond Series B	SANTA ANA HIGH SCHOOL	

# SAUSD Board of Education Warrant Listing

August 29, 2012

Page 2 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 28 Measure G</b>			
84172198	<b>ROY E WHITEHEAD</b> Fund 28 Measure G Series D	SADDLEBACK HIGH SCHOOL	<b>\$99,884.78</b>
<b>Fund 35 County School Facilities Fund</b>			
84172191	<b>NCM DEMOLITION AND REMEDIATION, LP</b> Fund 35 OPSC School Facilities Bond Projects	SADDLEBACK HIGH SCHOOL	<b>\$31,540.00</b>
84172180	<b>ANGELES CONTRACTOR, INC.</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	EDISON ELEMENTARY SCHOOL	<b>\$297,792.94</b>
84172183	<b>COOL AIR SUPPLY, INC.</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	SPURGEON INTERMEDIATE SCHOOL	<b>\$362,829.22</b>
84172184	<b>DALKE &amp; SONS CONSTRUCTION, INC.</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	MADISON ELEMENTARY SCHOOL	<b>\$272,455.95</b>
84172185	<b>EMPYREAN PLUMBING, INC.</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	CARR INTERMEDIATE SCHOOL	<b>\$196,774.45</b>
84172186	<b>FAST-TRACK CONSTRUCTION CORPORATION</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	SPURGEON INTERMEDIATE SCHOOL	<b>\$382,366.57</b>
84172188	<b>INLAND BUILDING CONSTRUCTION</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	WILSON ELEMENTARY SCHOOL	<b>\$62,326.57</b>
84172190	<b>JRH CONSTRUCTION COMPANY, INC.</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	SPURGEON INTERMEDIATE SCHOOL	<b>\$242,504.88</b>
84172192	<b>PLYCO CORP.</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	ROOSEVELT ELEMENTARY SCHOOL	<b>\$871,233.60</b>
84172234	<b>ALL AMERICAN INSPECTION, INC.</b> Fund 35 OPSC School Facilities Bond Projects-Second Issuance	ADAMS ELEMENTARY SCHOOL FRANKLIN ELEMENTARY SCHOOL FREMONT ELEMENTARY SCHOOL JEFFERSON ELEMENTARY SCHOOL MARTIN ELEMENTARY SCHOOL MONROE ELEMENTARY SCHOOL	<b>\$36,400.00</b>



# SAUSD Board of Education Warrant Listing

August 29, 2012

Page 3 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
		REMINGTON ELEMENTARY SCHOOL	
		ROOSEVELT ELEMENTARY SCHOOL	
		TAFT ELEMENTARY SCHOOL	
<b>84172239</b>	<b>FYR LANDSCAPING, INC. DBA PIERRE SPRINKLER AND LANDSCAPE</b>		<b>\$38,453.90</b>
	Fund 35 OPSC School Facilities Bond Projects	SANTA ANA HIGH SCHOOL	
<b>84172189</b>	<b>INLAND COMMUNITY BANK</b>		<b>\$45,854.40</b>
	Fund 35 OPSC School Facilities Bond Projects-Second Issuance	ROOSEVELT ELEMENTARY SCHOOL	
 <b>Fund 68 Workers' Compensation</b>			
<b>84172251</b>	<b>SANTA ANA UNIFIED SCHOOL DISTRICT MEDICAL SELF</b>		<b>\$319,976.28</b>
	Fund 68 Workers' Compensation	RISK MANAGEMENT	
 <b>Fund 69 Health &amp; Welfare</b>			
<b>84172254</b>	<b>VISION SERVICE PLAN</b>		<b>\$50,545.11</b>
	Health & Welfare - Active Employees	DISTRICT EMPLOYEE BENEFITS	
	Health & Welfare - Retired Employees	DISTRICT EMPLOYEE BENEFITS	
<b>84172252</b>	<b>BLUE SHIELD OF CALIFORNIA</b>		<b>\$3,510,952.63</b>
	Health & Welfare - Active Employees	DISTRICT EMPLOYEE BENEFITS	
	Health & Welfare - Retired Employees	DISTRICT EMPLOYEE BENEFITS	
<b>84172253</b>	<b>SANTA ANA UNIFIED SCHOOL DISTRICT</b>		<b>\$500,000.00</b>
	Health & Welfare - Active Employees	DISTRICT EMPLOYEE BENEFITS	
	Health & Welfare - Retired Employees	DISTRICT EMPLOYEE BENEFITS	
<b>Grand Total:</b>			<b>\$7,858,764.72</b>

# SAUSD Board of Education Warrant Listing

September 05, 2012

Page 1 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
<b>Fund 01 General Fund</b>			
84172269	<b>FOLLETT EDUCATIONAL SERVICES</b> Lottery: Instructional Materials	STATE TEXTBOOKS	\$32,494.36
84172276	<b>XEROX CORPORATION</b> Unrestricted Discretionary Accounts	DISTRICTWIDE	\$46,030.66
84172305	<b>PARADIGM HEALTHCARE SERVICES</b> Medi-Cal Billing Option	PUPIL SUPPORT SERVICES	\$41,455.06
84172306	<b>PEARSON ED, INC.</b> Fund 01 General Fund Lottery: Instructional Materials	ACCOUNTING DEPARTMENT STATE TEXTBOOKS	\$80,108.12
84172315	<b>SCHOLASTIC, INC.</b> ARRA Title 1 School Improvement Grant (SIG) PLAS Economic Impact Aid-LEP Fund 01 General Fund	WILLARD INTERMEDIATE SCHOOL ADAMS ELEMENTARY SCHOOL ACCOUNTING DEPARTMENT	\$66,978.26
84172267	<b>EXITCERTIFIED CORPORATION</b> Unrestricted Discretionary Accounts	INFORMATION TECHNOLOGY CENTER	\$41,000.00
<b>Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund</b>			
84172359	<b>GHATAODE BANNON ARCHITECTS, LLP</b> Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund	SADDLEBACK HIGH SCHOOL SPURGEON INTERMEDIATE SCHOOL WILLARD INTERMEDIATE SCHOOL	\$56,001.82
84172357	<b>DIGITAL NETWORKS GROUP, INC.</b> Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund	JEFFERSON ELEMENTARY SCHOOL ROOSEVELT ELEMENTARY SCHOOL	\$194,213.63
84172360	<b>GKKWORKS</b> Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund	CARR INTERMEDIATE SCHOOL FRANKLIN ELEMENTARY SCHOOL GREENVILLE FUNDAMENTAL ELEMENTARY SCHOOL KENNEDY ELEMENTARY SCHOOL	\$119,497.12

# SAUSD Board of Education Warrant Listing

September 05, 2012

Page 2 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
		LOWELL ELEMENTARY SCHOOL	
		MARTIN ELEMENTARY SCHOOL	
		MCFADDEN INTERMEDIATE SCHOOL	
		MUIR FUNDAMENTAL ELEMENTARY SCHOOL	
		TAFT ELEMENTARY SCHOOL	
84172361	PCM3, INC. Fund 24 SAUSD GO Bond, 2008 Election, Series A Building Fund	SANTA ANA HIGH SCHOOL	\$48,349.41
<b>Fund 26 Measure G Bond</b>			
84172365	INTERCOM CLOCKS & SIGNAL SERVICE Fund 26 Measure G Bond Series B	TAFT ELEMENTARY SCHOOL	\$32,552.75
<b>Fund 27 Qualified School Construction Bond</b>			
84172368	PCM3, INC. Fund 27 2nd Sale-Qualified School Construction Bond	SADDLEBACK HIGH SCHOOL	\$61,720.26
<b>Fund 35 County School Facilities Fund</b>			
84172376	PRIEST CONSTRUCTION SERVICES, INC. Fund 35 OPSC School Facilities Bond Projects-Second Issuance	CARR INTERMEDIATE SCHOOL	\$50,136.00
		EDISON ELEMENTARY SCHOOL	
		GREENVILLE FUNDAMENTAL ELEMENTARY SCHOOL	
		HARVEY ELEMENTARY SCHOOL	
		LOWELL ELEMENTARY SCHOOL	
		MADISON ELEMENTARY SCHOOL	
		MONTE VISTA ELEMENTARY SCHOOL	
		MUIR FUNDAMENTAL ELEMENTARY SCHOOL	
		SANTIAGO ELEMENTARY SCHOOL	
		SIERRA PREPARATORY ACADEMY	

# SAUSD Board of Education Warrant Listing

September 05, 2012

Page 3 of 3

<u>Check #</u>	<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
84172370	DIGITAL NETWORKS GROUP, INC. Fund 35 OPSC School Facilities Bond Projects	\$726,508.01 CARR INTERMEDIATE SCHOOL EDISON ELEMENTARY SCHOOL FRANKLIN ELEMENTARY SCHOOL HARVEY ELEMENTARY SCHOOL MONROE ELEMENTARY SCHOOL TAFT ELEMENTARY SCHOOL	
84172372	JOHNSON, FINCH & MCCLURE CONSTRUCTION, INC. Fund 35 OPSC School Facilities Bond Projects Fund 35 OPSC School Facilities Bond Projects-Second Issuance	SPURGEON INTERMEDIATE SCHOOL WILSON ELEMENTARY SCHOOL	\$26,112.60
<b>Fund 81 Property &amp; Liability</b>			
84172378	ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE Fund 81 Property & Liability	RISK MANAGEMENT	\$2,183,011.00
<b>Grand Total:</b>			<b>\$3,806,169.06</b>

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of August 29, 2012 through September 11, 2012

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Jonathan Geiszler, Director, Purchasing and Stores

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval/ratification of the listing of agreements/contracts with Santa Ana Unified School District and various consultants submitted for the period of August 29, 2012 through September 11, 2012.

**RATIONALE:**

Consultants have been requested by school sites and District staff to enhance and support educational programs and provide professional development to improve student achievement.

The attached list identifies various consultants that will provide services throughout the District whose compensation is under \$250,000.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Approve/ratify the listing of agreements/contracts with the Santa Ana Unified School District and various consultants submitted for the period of August 29, 2012 through September 11, 2012.

MB:mm



**2012-13 LISTING OF CONSULTANTS/CONTRACTED SERVICES**  
**Submitting Division: Educational Services**  
**September 25, 2012**

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
1.	Christine Weatherill	<b>BTSA:</b> Will provide research based strategies for Beginning Teachers to support student engagement and curricular activities.	September 26, 2012 through June 30, 2013		BTSA	\$8,000.00	132462
2.	ThomasKelly Software Associates	<b>English Learner Program/Student Achievement:</b> Will provide EZSES Software service. The District will use this software to manage student attendance and program data for the mandated Title I Supplemental Educational Services (SES) programs.	September 26, 2012 through June 30, 2013		Title I	\$38,000.00	132438
3.	Kid Healthy (OneOC)	<b>Special Projects:</b> Will build upon the existing local school's Wellness policy implementation, and work with Heroes, Santiago, Sepulveda, and Walker elementary schools to increase the minutes of physical activity students receive on campus. This will be done by identifying and inviting all stakeholders to the table to build a School Site Wellness Council (SSWC).	September 26, 2012 through June 30, 2013		PEP Grant Funds	\$30,000.00	132468
4.	Turning Point Center for Families	<b>Heroes Elementary School:</b> Will provide counseling for at-risk students, focusing on topics such as anger management, social skills, and problem solving.	September 26, 2012 through June 30, 2013		EIA	\$2,400.00	132361

2012-13 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Educational Services

September 25, 2012

Page 2

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
5.	Padres Unidos	<b>Pio Pico Elementary School:</b> Will provide a school readiness program for students. Also will provide parent workshop activities to prepare students and their parents for a successful school experience. Research reflects that students with prior educational related experiences perform better upon entry into a formal school system. Consultant will be working with children from 3-5 years of age who are not attending any school readiness program.	September 26, 2012 through June 30, 2013		Title I	\$5,000.00	132463
6.	Grail Theatre of Britain	<b>Kennedy Elementary School:</b> Will provide a performance of "The Sword in the Stone and Oliver Twist" for K-5 grade students. The production will consist of a Fine Arts presentation to promote literature and cultural development.	October 10, 2012 through June 13, 2013		EIA	\$400.00	132519
7.	Jump Start	<b>Head Start:</b> Will provide literacy activities to parents and students in the Head Start classroom two days a week. <b>No cost to the District.</b>	September 26, 2012 through May 30, 2013		N/A	\$0.00	N/A
8.	Imagination Machine	<b>Heninger Elementary School:</b> Will provide four entertaining performances based on student writing. This will be the culminating activity for the school-wide writing campaign.	November 1, 2012 through November 30, 2012		Title I	\$1,675.00	132589

2012-13 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Educational Services

September 25, 2012

Page 3

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
9.	Catapult Learning West, LLC	<b>BTSA:</b> Will provide professional development and mentoring workshops to St. Anne, St. Joseph, School of Our Lady which are non-public schools. Workshops will take place at each individual school site.	October 1, 2012 through June 30, 2013		Title II-A	\$21,850.00	132943



**2012-13 LISTING OF CONSULTANTS/CONTRACTED SERVICES**  
**Submitting Division: Business Services**  
**September 25, 2012**

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
10.	Jody Thulin	Will provide training and technical support for budget analytics and training of business staff.	September 26, 2012 through June 30, 2013		General Fund	\$35,000.00	132631

## 2012-13 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Support Services

September 25, 2012

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
11.	Orange County Department of Education	Increase services at Valley High School in area of mental health and positive behavior in the classroom and on campus.	September 26, 2012 through June 30, 2013		SIG Funds	\$121,000.00	132689

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Approval of Disposal of Obsolete Unrepairable Computer Equipment, Miscellaneous Furniture, and Equipment

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Holger Kasper, Director, Logistics

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval for the disposal of obsolete and/or economically unrepairable computer equipment, miscellaneous furniture and equipment, pursuant to Board Policy 3270.

**RATIONALE:**

Administration from various sites have submitted requests for disposal of surplus equipment and furniture that are no longer usable at their site. The items are obsolete and/or unrepairable. All obsolete or non-repairable equipment and furniture will be disposed of in the most appropriate manner. Authorization by the Board is required for disposal.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Approve disposal of obsolete unrepairable computer equipment, miscellaneous furniture and equipment.

MB:mm



**Disposal of Obsolete Unrepairable Computer Equipment,  
Miscellaneous Furniture, and Equipment**

Qty.	Description	Tag Number	Asset Number	Serial Number	Model Number	Date In Service	Cost	PO #	Location
35	Rolling Cabinets	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Metal Book Shelves	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
160	Student Desks	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Large Rectangular Tables	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
50	Trapezoid Tables	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Metal File Cabinets	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15	Wooden Book Shelves	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
85	Single Student Desks	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
50	Double Student Desks	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
115	Plastic Student Chairs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Teacher Desks	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Kidney Tables	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2	Round Tables	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Small Rectangular Tables	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Wooden Cabinets	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Computer Lab Chairs with Wheels	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Office Chairs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
15	Double Computer Tables	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Single Computer Tables	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3	Library Book Shelves	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Metal Folding Chairs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3	Metal Cabinets	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4	Large Wooden Cabinets	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

**Note: Items with a value of less than \$500.00 are not tagged and original purchase information is not available**

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Authorization to Obtain Bids for Purchase of Classroom and Office Furniture Districtwide

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Jonathan Geiszler, Director, Purchasing and Stores

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board authorization to obtain bids for the purchase of classroom and office furniture Districtwide.

**RATIONALE:**

The District last issued a bid for classroom and office furniture during the 2004-05 fiscal year which expired at the end of the 2007-08 fiscal year. After the expiration of the bid, staff has utilized bids and contracts issued by other districts for the purchase of classroom and office furniture. The current bids and contracts used by the District have been evaluated for relevance of products, and for price. Staff has determined it would be in the best interest of the District to issue a bid for these products at this time. Issuing bids will ensure that the District receives pricing that is guaranteed throughout the fiscal year for furnishings that may be purchased for classrooms during construction projects and the replacement of damaged or outdated school and office furniture.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Authorize staff to obtain bids for purchase of classroom and office furniture Districtwide.

MB:mm



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Authorization to Obtain Bids for Installation of Structured Cabling System and Network Equipment at Various E-Rate Eligible Sites Districtwide**

**ITEM:**                   **Consent**

**SUBMITTED BY:** **Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations**  
**Joe Dixon, Assistant Superintendent, Facilities and Governmental Relations**

**PREPARED BY:** **Ricardo Enz, Director, Information Technology Center**  
**Jonathan Geiszler, Director, Purchasing and Stores**

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board authorization to obtain bids for installation of structured cabling system and network equipment at various E-Rate eligible sites Districtwide.

**RATIONALE:**

Over the years, there has been an increase in technology throughout the District's schools, and their technology needs have begun to outgrow their current network infrastructure capacity, which is slow, labor intensive, and requires significant downtime when a repair is needed. In addition, to equipment and cabling upgrades in the classroom, a new cabling system and network equipment can be integrated to support an IP phone system.

The Federal Communications Commission (FCC) has made available funds for voice and data internal connections that include structured cabling to meet the current need and provide for future growth of the network. The installation of network equipment and cabling at sites scheduled for construction over the next three years utilizing E-Rate funds allows the District to leverage funds provided under Measure G for additional projects. The bid will meet E-Rate requirements for funding and may also be used for non-E-Rate cabling and equipment needs in the District.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Authorize staff to obtain bids for installation of structured cabling system and network equipment at various E-Rate eligible sites Districtwide.

MB:mm



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Authorization to Obtain Request for Proposals for Wide Area Network Services Districtwide Under E-Rate

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Ricardo Enz, Director, Information Technology Center  
Jonathan Geiszler, Director, Purchasing and Stores

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board authorization to obtain Request for Proposals (RFP) for Wide Area Network (WAN) services Districtwide under E-Rate.

**RATIONALE:**

The District must issue RFPs for WAN services during the allowable E-Rate period to be eligible for funding for the 2013-14 fiscal year. This proposal will provide for WAN services between all District sites and the District's main computer data center.

The Federal Communications Commission (FCC) has made available funds through E-Rate for WAN services to meet the current needs and provide for future growth of the District.

Unrestricted General Funds will be budgeted for 2013-14 fiscal year to cover the District's share of expenses related to this agenda item.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Authorize staff to obtain Request for Proposals for Wide Area Network services Districtwide under E-Rate.

MB:mm





**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Authorization to Obtain Request for Proposals for Various Telecommunication and Internet Access Services Districtwide Under E-Rate

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Ricardo Enz, Director, Information Technology Center  
Jonathan Geiszler, Director, Purchasing and Stores

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board authorization to obtain Request for Proposals (RFP) for various telecommunication and internet access services Districtwide.

**RATIONALE:**

The District must issue RFPs for various telecommunication and internet services during the allowable E-Rate period to be eligible for funding for the 2013-14 fiscal year. These services include, but are not limited to, local and long distance landline phone service, and internet access connections between sites and the District.

The Federal Communications Commission (FCC) has made available funds through E-Rate for wide area network services to meet the current needs and provide for future growth of the District.

Unrestricted General Funds will be budgeted for 2013-14 fiscal year to cover the District's share of expenses related to this agenda item.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Authorize staff to obtain Request for Proposals for various telecommunication and internet access services Districtwide under E-Rate.

MB:mm



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Authorization to Obtain Request for Proposals for Cisco Base Maintenance for Maintenance of Network Equipment and Cabling Districtwide Under E-Rate

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Ricardo Enz, Director, Information Technology Center  
Jonathan Geiszler, Director, Purchasing and Stores

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board authorization to obtain Request for Proposals (RFP) for Cisco Base Maintenance for the maintenance of network equipment and cabling Districtwide.

**RATIONALE:**

The District's network plays a critical role in the business and educational process. The maintenance of network equipment and cabling will ensure that the network maintains reliability and that repairs are performed as needed.

The Federal Communications Commission (FCC) has made available funds through E-Rate for voice and data maintenance. This network maintenance agreement will ensure that critical network equipment is operational to meet the needs of business and educational processes and will cover the period July 1, 2013 through June 30, 2014.

Unrestricted General Funds will be budgeted for 2013-14 fiscal year to cover the District's share of expenses related to this agenda item.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Authorize staff to obtain Request for Proposals for Cisco Base Maintenance for the maintenance of network equipment and cabling Districtwide under E-Rate.

MB:mm



**AGENDA ITEM BACK-UP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Authorization to Obtain Request for Proposals for Lease of Copier Equipment Districtwide

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Jonathan Geiszler, Director, Purchasing and Stores

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board authorization to obtain Request for Proposals (RFP) for the lease of copier equipment Districtwide.

**RATIONALE:**

At its March 25, 2008 meeting, the Board approved the award of a contract to Xerox Corporation for the lease of copiers Districtwide for a period of sixty months. This lease expires on March 31, 2013.

The District currently leases a pool of 300 copiers Districtwide. The current lease provides the services of two full-time Xerox DocuCare associates that support and manage the entire pool of copiers and the acquisition of consumable supplies.

The RFPs will be solicited from qualified copier vendors based on the projected trends for usage at current and future sites and departments over the next five years utilizing the most up to date technology.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Authorize staff to obtain Request for Proposals for lease of copier equipment Districtwide.

MB:mm



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Approval of Rejection of Government Code §910 and §910.2 Claim Against Santa Ana Unified School District – File No. 12-06106 MH

**ITEM:** Consent

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Camille Boden, Executive Director, Risk Management

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval to reject the Government Code §910 and §910.2 claim against the District, File No. 12-06106 MH.

**DESCRIPTION OF DAMAGE/INJURY:**

Claimant requests reimbursement for general damages.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Approve recommendation to reject Government Code §910 and §910.2 claim File No. 12-06106 MH against the District.

MB:mm



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Acceptance of Completion of Contract for Bid Package No. 5 Ceramic Tile and Flooring at Willard Intermediate School Under Modernization Program**

**ITEM:**                   **Consent**

**SUBMITTED BY:** **Joe Dixon, Assistant Superintendent, Facilities and Governmental Relations**

**PREPARED BY:** **Todd Butcher, Director, Construction**

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board acceptance of completion of a contract for Bid Package No. 5 Ceramic Tile and Flooring for the Modernization project at Willard Intermediate School. The work has been completed in accordance with the terms of the contract.

**RATIONALE:**

At its March 8, 2011 meeting, the Board awarded a contract for Bid Package No. 5 Ceramic Tile and Flooring to Continental Flooring, Inc. The District has received close-out confirmation from the construction manager that the work has been completed in accordance with the terms of the contract. Public Contract Code Sections 9201-9203 require the local agency to withhold retention from the contract price until final completion and acceptance of the project. The bid package was within budget and there were no change orders.

<b>Bid Package No.:</b>	<b>School:</b>	<b>Amount:</b>	<b>10% Retention:</b>	<b>Contractor:</b>
No. 5 Ceramic Tile and Flooring	Willard IS	\$256,126	\$25,612.60	Continental Flooring, Inc.

**FUNDING:**

State School Facility Program/Measure G: \$25,612.60 (10% retention)

**RECOMMENDATION:**

Accept the September 25, 2012, completion of contract with Continental Flooring, Inc., for Bid Package No. 5 Ceramic Tile and Flooring at Willard Intermediate School in the amount of \$25,612.60 under the Modernization Program.

 JD:rb

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                   **Acceptance of Completion of Contract for Bid Package No. 15 Structural Steel, Metal Fabrication, Elevator Refurbishing, Handrails, Ornamental Steel Fence, Refurbish ADA Ramp, Concrete Patching, and Sacking at Willard Intermediate School Under Modernization Program**

**ITEM:**                   **Consent**  
**SUBMITTED BY:** **Joe Dixon, Assistant Superintendent, Facilities and Governmental Relations**  
**PREPARED BY:** **Todd Butcher, Director, Construction**

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board acceptance of completion of a contract for Bid Package No. 15 Structural Steel, Metal Fabrication, Elevator Refurbishing, Handrails, Ornamental Steel Fence, Refurbish ADA Ramp, Concrete Patching, and Sacking for the Modernization project at Willard Intermediate School. The work has been completed in accordance with the terms of the contract.

**RATIONALE:**

At its May 10, 2011 meeting, the Board awarded a contract for Bid Package No. 15 Structural Steel, Metal Fabrication, Elevator Refurbishing, Handrails, Ornamental Steel Fence, Refurbish ADA Ramp, Concrete Patching, and Sacking to JRH Construction Company, Inc. The District has received close-out confirmation from the construction manager that the work has been completed in accordance with the terms of the contract. Public Contract Code Sections 9201-9203 require the local agency to withhold retention from the contract price until final completion and acceptance of the project. The bid package was within budget and there were no change orders.

<b>Bid Package No.:</b>	<b>School:</b>	<b>Amount:</b>	<b>10% Retention:</b>	<b>Contractor:</b>
No. 15 Structural Steel, Metal Fabrication, Elevator Refurbishing, Handrails, Ornamental Steel Fence, Refurbish ADA Ramp, Concrete Patching, and Sacking	Willard IS	\$635,043	\$63,504.30	JRH Construction Company, Inc.

**FUNDING:**

State School Facility Program/Measure G: \$63,504.30 (10% retention)

**RECOMMENDATION:**

Accept the September 25, 2012, completion of contract with JRH Construction Company, Inc., for Bid Package No. 15 Structural Steel, Metal Fabrication, Elevator Refurbishing, Handrails, Ornamental Steel Fence, Refurbish ADA Ramp, Concrete Patching, and Sacking at Willard Intermediate School in the amount of \$63,504.30 under the Modernization Program.

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**           **Approval of Deductive Change Order No. 1 for Bid Package No. 2 Arch Wood Casework and Finish Carpentry at Willard Intermediate School Under Modernization Program**

**ITEM:**           **Consent**

**SUBMITTED BY:** **Joe Dixon, Assistant Superintendent, Facilities and Governmental Relations**

**PREPARED BY:** **Todd Butcher, Director, Construction**

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of Deductive Change Order No. 1 for Bid Package No. 2 Arch Wood Casework and Finish Carpentry for the Modernization project at Willard Intermediate School. Change orders must be processed and approved. Failure to process change order requests in a timely manner can result in delaying the scheduled completion.

**RATIONALE:**

At its March 8, 2011 meeting, the Board awarded a contract for Bid Package No. 2 Arch Wood Casework and Finish Carpentry at Willard Intermediate School to Lozano Caseworks, Inc. The construction of this bid is being performed by a single contractor under the Modernization Program. During the course of construction, changes to the contract occurred, creating a net deduction on the contract. This change order pertains to the following item:

Change Order No. 1:	\$ (6,633.60)
Original contract amount:	<u>\$ 186,870.00</u>
Revised total contract amount:	<u>\$ 180,236.40</u>

The total deduction to the original contract to date is 3.5%.

**FUNDING:**

State School Facilities Program/Measure G: Reduction of \$6,633.60



**RECOMMENDATION:**

Approve the Deductive Change Order No. 1 for Bid Package No. 2 Arch Wood Casework and Finish Carpentry at Willard Intermediate School in the amount of \$6,633.60 for a revised total of \$180,236.40 under the Modernization Program.



JD:rb

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**                    **Acceptance of Gifts in Accordance with Board Policy 3290 – Gifts, Grants, and Bequests**

**ITEM:**                    **Action**

**SUBMITTED BY:**    **Cathie Olsky, Ed.D., Deputy Superintendent, Chief Academic Officer**

**PREPARED BY:**     **Cathie Olsky, Ed.D., Deputy Superintendent, Chief Academic Officer**

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board acceptance of gifts, grants, and bequests on behalf of school sites and the District. For purposes of determining the estimated value of a gift, the District does not perform an appraisal or other such valuation, rather simply reports the value of the gift as provided by the donor.

---

**RATIONALE:**

The Board may accept any bequest or gift of money or property on behalf of the District. While greatly appreciating suitable donations, the Board discourages any gifts which may directly or indirectly impair its commitment to provide equal educational opportunities for all District students. The Board shall carefully evaluate any conditions or restrictions imposed by the donor in light of District philosophy and operations. If the Board believes the District will be unable to fully satisfy the donor's conditions, the gift shall not be accepted. Gift books and instructional materials shall be accepted only if they meet District criteria. At the Superintendent or designee's discretion, a gift may be used at a particular school.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Accept gifts in accordance with Board Policy (BP) 3290 – Gifts, Grants, and Bequests.



Santa Ana Unified School District  
GIFTS RECOMMENDED FOR ACCEPTANCE - September 25, 2012

School:	Gift:	Amount:	Donor:	Used for:
Lincoln Madison Elementary		\$1,014	Lifetouch Ms. Cathy Becker Eden Prairie, MN	Fieldtrip transportation costs
Madison Elementary		\$2,918	Mr. Ted Holcomb Los Alamitos	Teacher, classified staff and parent appreciation and student rewards and incentives
Century High		\$554	Target Corporation Mr. Gregg Steinhafel Minneapolis, MN	Student recognition
Century High		\$2,000	Kelly Engineering Resources Ms. Linda Flores 7700 Irvine Center Dr., Ste. 290 Irvine	Instructional supplies
Santa Ana High		\$697	Target Corporation Mr. Gregg Steinhafel Minneapolis, MN	Staff appreciation
Building Services Department		\$2,000	Interior Wall Systems, Inc. Mr. Gregory D. Tucker San Marcos	Staff appreciation barbecue
<b>September 25, 2012 donations</b>		<b>\$9,183</b>		
<b>2012 Total donations</b>	<b>\$369,888</b>	<b>\$379,071</b>		

For purposes of determining the estimated value of a gift, the District does not perform an appraisal or other such valuation, rather simply reports the value of the gift as provided by the donor.

CO:eh

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Acceptance of Actuarial Study of Workers' Compensation Program as of June 30, 2012

**ITEM:** Action

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Camille Boden, Executive Director, Risk Management

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board acceptance of the actuarial study which is performed to secure a recommended funding level for the current and subsequent fiscal years to ensure adequate funding for incurred claims liability. The District contracted with Aon Risk Solutions to perform the Actuarial Study of the Workers' Compensation Program as of June 30, 2012.

**RATIONALE:**

The Actuarial Study provides the District with specific objectives including:

- (1) Estimate of outstanding losses as of June 30, 2012
- (2) Projects the financial position of the program as of June 30, 2012
- (3) Projects losses paid (claim disbursements) during 2012-13 and 2013-14
- (4) Provides a recommendation of funding level for 2012-13 and 2013-14

Based on claim data as of June 30, 2012, the actuarial study shows that the estimated outstanding losses (\$18,216,871) have decreased by approximately \$3.1 million from the estimate in the prior actuarial study (\$21,339,242). The change is primarily due to a decrease in the reported case reserves, which decreased by \$3.6 million from June 30, 2011 through June 30, 2012.

See Attachment A and refer to actuarial study.

**FUNDING:**

Fund 67-Self-Insurance Fund: \$5,797,860 for 2012-13 and \$5,914,040 for 2013-14

**RECOMMENDATION:**

Accept the Actuarial Study of Workers' Compensation Program as of June 30, 2012 and funding at 70% confidence level for 2012-13 in the amount of \$5,797,860 and \$5,914,040 for 2013-14.

MB:mmm  


## ATTACHMENT A

The **previous** Actuarial Study based on claim data **as of June 30, 2011**, recommended \$5,902,520 as funding for 2011-12 and \$6,201,290 as funding for 2012-13:

### Recommended Funding for 2011-12 (data as of 6-30-11)

Item	Expected	70% Confidence level
(A) Projected ultimate losses (full value)	\$4,624,000	\$5,225,120
(B) Budgeted expenses	677,400	677,400
(C) Recommended funding (A) + (B)	\$5,301,400	\$5,902,520

### Recommended Funding for 2012-13 (data as of 6-30-11)

Item	Expected	70% Confidence level
(A) Projected ultimate losses (full value)	\$4,858,000	\$5,489,540
(B) Budgeted expenses	711,750	711,750
(C) Recommended funding (A) + (B)	\$5,569,750	\$6,201,290

The **current** Actuarial Study based on claim data as of **June 30, 2012** recommends \$5,797,860 as funding for 2012-13 and \$5,914,040 as funding for 2013-14:

### Recommended Funding for 2012-13 (data as of 6-30-12)

Item	Expected	70% Confidence level
(A) Projected ultimate losses (full value)	\$4,542,000	\$5,132,460
(B) Budgeted expenses	665,400	665,400
(C) Recommended funding (A) + (B)	\$5,207,400	\$5,797,860

### Recommended Funding for 2013-14 (data as of 6-30-12)

Item	Expected	70% Confidence level
(A) Projected ultimate losses (full value)	\$4,633,000	\$5,235,290
(B) Budgeted expenses	678,750	678,750
(C) Recommended funding (A) + (B)	\$5,311,750	\$5,914,040

Source: Actuarial study of Workers' Compensation Program as of June 30, 2012 performed by Aon Risk Solutions



**Santa Ana**  
Unified School District

# **Actuarial Overview Workers Compensation**

**Presented by**

**September 25, 2012**

**Mujtaba Dattoo, ACAS, MAAA, FCA  
Actuarial Practice Leader**

**ARM Tech / Aon Global Risk Consulting**  
100 Bayview Circle, Suite 100, Newport Beach, CA 92660  
(949) 608-6300, Fax (949) 608-6475  
[www.aon.com](http://www.aon.com)





**Santa Ana**  
Unified School District

# **ESTIMATED OUTSTANDING LOSSES**

**As of June 30, 2012**

**\$18.2 M**

Note: Liabilities are for losses and ALAE  
Consistent with GASB and financial reporting requirements.  
Outstanding losses decreased from \$21.3 million as of June 30, 2011,  
to \$18.2 million as of June 30, 2012, primarily due to a \$3.6 million decrease  
in case reserves.



**Santa Ana**  
Unified School District

# **PROJECTED ULTIMATE LOSSES**

## **Accrual for 2012/13**

**Loss Funding = \$4.5M**

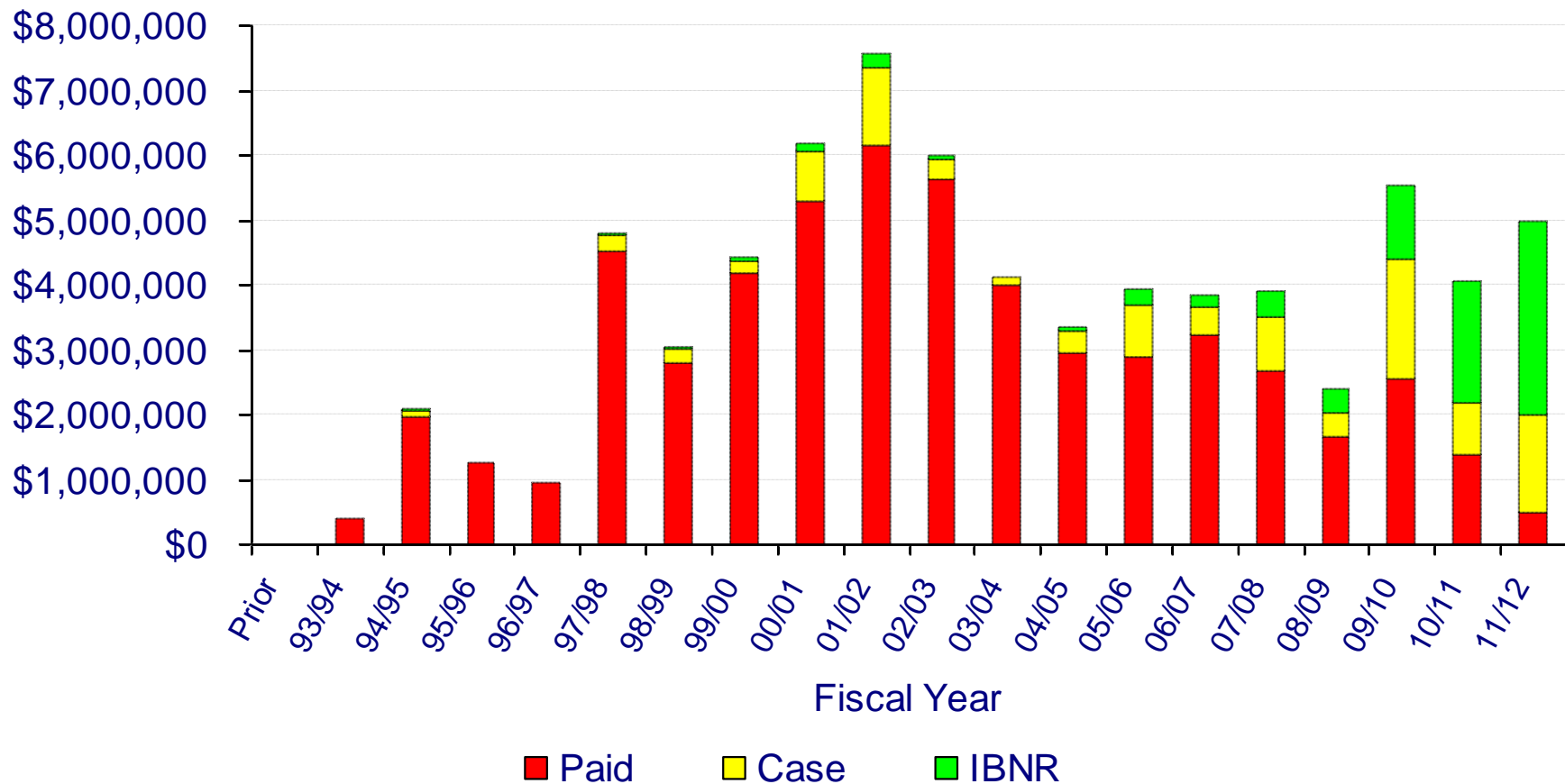
Notes:

1. Loss rate is \$1.46 per \$100 of payroll.
2. Excludes expenses for claims administration (ULAE), general administration, and excess insurance.





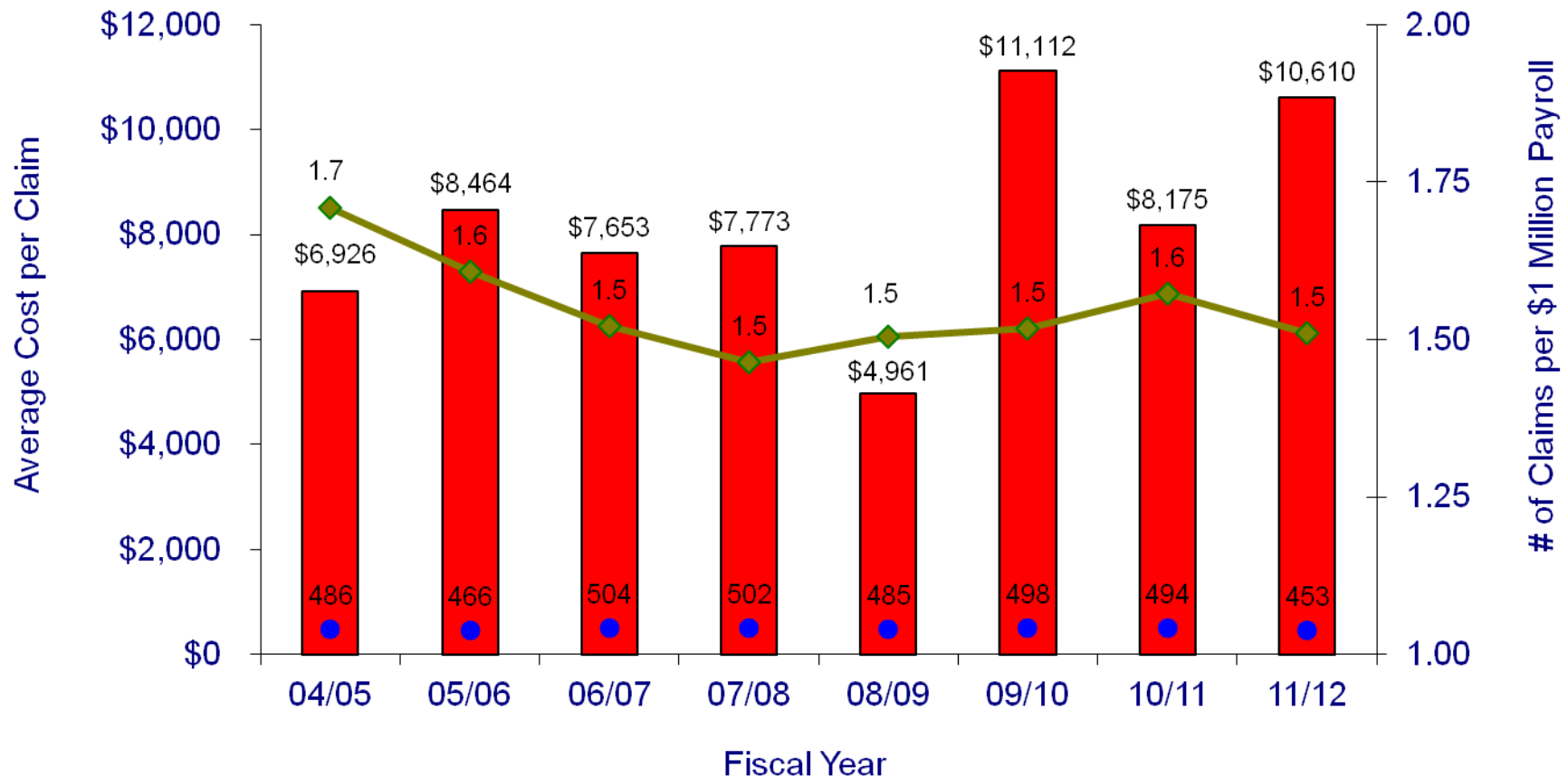
## COMPONENTS OF PROJECTED ULTIMATE LOSSES



Note: The loss data appeared to only include information on open claims for many of the older claim periods.



## Frequency: 1.5 claims per \$1 M of payroll Average cost of claim: \$10,000



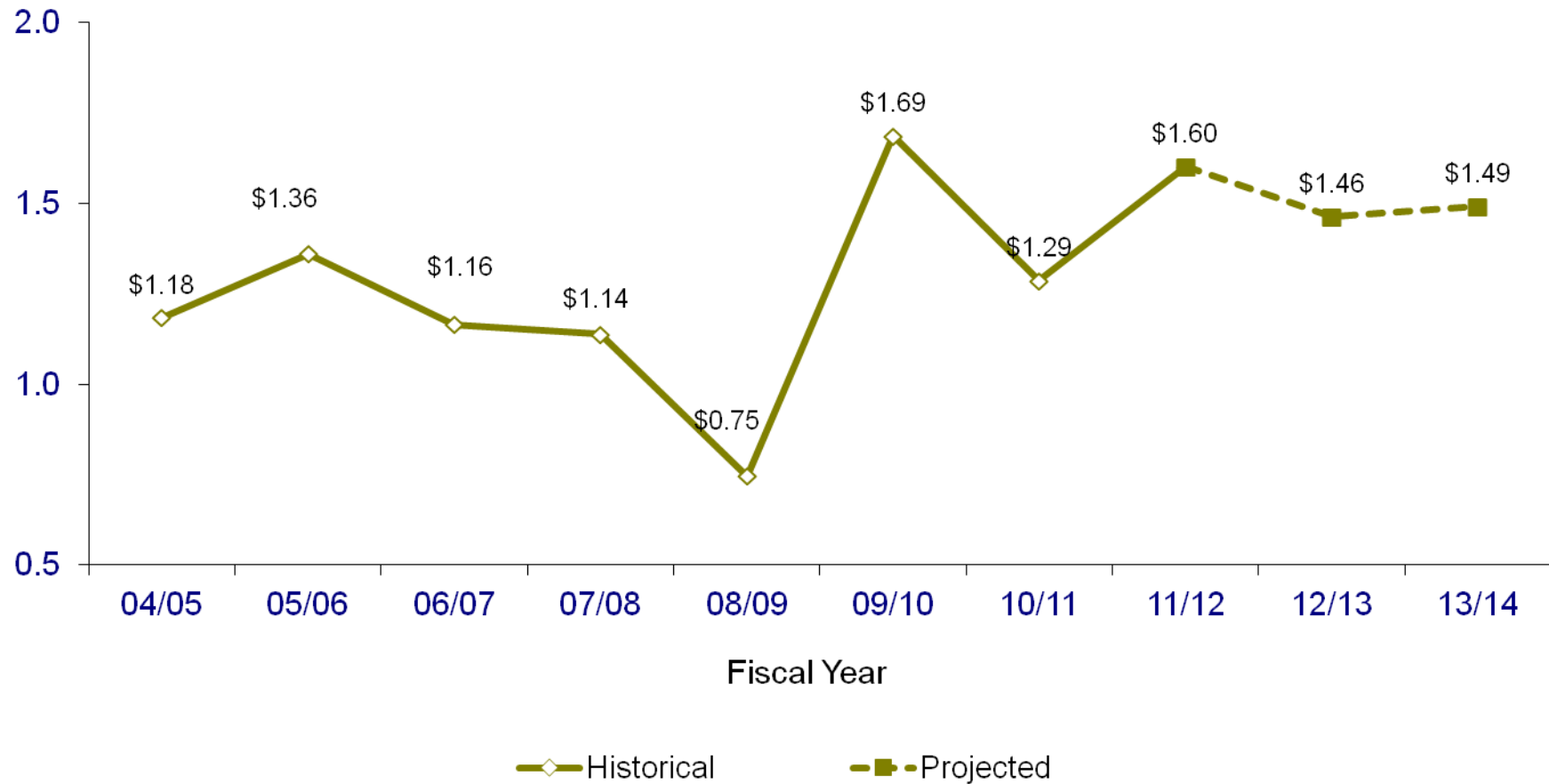


## **1% of employees cost about 90% of incurred claim dollars**

- On average there are about 5,000 employees
- The district experiences about 500 claims annually
- Average cost of claim is about \$10,000
  - Not all claims cost this average amount
- 14% of claims [1 out of 7] are above average \$10,000, i.e. about 50-70 claims
- These 50 claims costs about 90% of total incurred claim dollars of about \$4.5M
- 50 claims from 5,000 employees is 1% of employees that cost about 90% of total incurred



## LOSS RATE PER \$100 OF PAYROLL





## OBSERVATIONS

- Decrease in estimated outstanding losses of about \$3.1 million.
  - Primarily due to a decrease in case reserves of \$3.6 million between June 30, 2011 and June 30, 2012.
- Frequency and loss rate have been stable, severity high in FY10 and FY12 due to a few larger losses
  - for example, FY10 has a higher than average number of claims with an incurred amount greater than \$100,000



# Santa Ana

Unified School District

**Questions?**



**Mujtaba Dattoo, ACAS, MAAA, FCA**  
**Actuarial Practice Leader**  
**ARM Tech / AGRC**  
**(949) 608-6332**  
**[mujtaba.dattoo@aon.com](mailto:mujtaba.dattoo@aon.com)**



Santa Ana  
Unified School District

... Thank You!





Santa Ana  
Unified School District

... Thank You!







Santa Ana  
Unified School District

... Thank You!





## **Santa Ana Unified School District**

**Actuarial Study of the  
Workers Compensation Program  
as of June 30, 2012**

**DRAFT**

**August 14, 2012**



August 14, 2012

Santa Ana Unified School District  
1601 East Chestnut Avenue  
Santa Ana, California 92701

Attn: Ms. Camille Boden  
Executive Director of Risk Management

**Actuarial Study of the  
Workers Compensation Program  
as of June 30, 2012**

This study has been completed for the Santa Ana Unified School District for the specific objectives listed in the study. It contains the analysis and conclusions of our work.

Each section and appendix of the study is an integral part of the whole. We recommend a review of the entire study prior to reliance upon this study.

No key personnel have a relationship with the Santa Ana Unified School District that may impair our objectivity.

Please call if you have any questions. Thank you for the opportunity to be of service.

Respectfully submitted,

*Aon Global Risk Consulting*

By \_\_\_\_\_  
Mujtaba Dato, ACAS, MAAA, FCA  
Actuarial Practice Leader

MD:blc

X:\Clients\Actuarial\S\Santa Ana USD 588\2012\_06\_30\Report\SantaAnaUSD\_063012\_081412.docx

# Table of Contents

I.	Background .....	1
II.	Objectives .....	2
III.	Conclusions .....	4

## Appendices

- A Conditions and Limitations
- B Glossary of Actuarial Terms
- C Exhibits

DRAFT

# I. Background

The Santa Ana Unified School District (the District) has been self-insured for workers compensation since July 1, 1977. Excess insurance with a self-insured retention of \$1 million was purchased beginning November 1, 2009. Prior to that date, there was no excess insurance.

Claims are handled internally.

The District records its liabilities at the undiscounted level.

## **Data**

Loss data valued as of June 30, 2012 was provided to us by the District. The District also provided payroll for years through 2011/12. Payroll projections for 2012/13 and 2013/14 are based on a 0% trend, as provided by the District.

In conducting this analysis, we relied upon the provided data without audit or independent verification; however, we reviewed it for reasonableness and consistency. Any inaccuracies in quantitative data or qualitative representations could have a significant effect on the results of our review and analysis. Any material discrepancies discovered in the loss or exposure data by the District or any other parties should be reported to us immediately, and if warranted, we will make appropriate amendments to the report.

The loss data we received appeared to only include information on open claims for many of the older claim periods.

## II. Objectives

The specific objectives of this study are:

1. **Estimate Outstanding Losses.** Estimate outstanding losses (including allocated loss adjustment expenses [ALAE]) as of June 30, 2012.

The estimated outstanding losses are the cost of unpaid claims. The outstanding losses include case reserves, the development of known claims and incurred but not reported (IBNR) claims. ALAE are the direct settlement expenses for specific claims, primarily legal expenses.

2. **Project Financial Position.** Project the financial position of the program as of June 30, 2012

The projected financial position is a comparison of the present value of the estimated outstanding losses with projected funds available (approximate and unaudited) to meet them.

3. **Project Ultimate Losses.** Project ultimate losses (including ALAE) for 2012/13 and 2013/14.

The projected ultimate losses are the accrual value of losses with accident dates in 2012/13 and 2013/14, regardless of report or payment date.

4. **Project Losses at Alternative SIRs.** Project ultimate losses at alternative self-insured retention levels of \$500,000, \$750,000, and unlimited.

5. **Project Losses Paid.** Project losses paid (claim disbursements) during 2012/13 and 2013/14.

The projected losses paid are the cash value of losses paid during 2012/13 and 2013/14, regardless of accident or report date.

6. **Recommend Funding.** Recommend funding for 2012/13 and 2013/14.

The recommended funding on an accrual basis is based on the present value of the projected ultimate losses and the budgeted expenses (for claims handling and administration). The recommended funding on a cash basis is based on the projected losses paid (claim disbursements) and the budgeted expenses.

7. **Compare to Previous Actuarial Study.** Compare to the previous actuarial study valued as of June 30, 2011.
8. **Size of Loss Distribution Analysis.** Analyze the distribution of losses in various layers.
9. **Affirm GASB Statement No. 10.** Provide a statement affirming the conclusions of this report are consistent with Governmental Accounting Standards Board (GASB) Statement No. 10.

DRAFT

### III. Conclusions

We have reached the following conclusions:

#### 1. Estimate Outstanding Losses

We estimate outstanding losses as of June 30, 2012 to be as shown in Table III-1.

**Table III-1  
Estimated Outstanding Losses  
June 30, 2012**

<b>Item (1)</b>	<b>Amount (2)</b>
(A) Estimated outstanding losses	\$18,216,871

Note: (2) is from Exhibit WC-11.

The estimated outstanding losses decreased by about \$3.1 million, from \$21,339,242 as of June 30, 2011 to \$18,216,871 as of June 30, 2012. This change is primarily due to a decrease in the reported case reserves, which decreased by \$3.6 million from June 30, 2011 to June 30, 2012. This decrease was not due to large decreases in a few claims, but rather to smaller decreases (less than \$100,000) in many claims. There were also 10 claims which had case reserve decreases in the \$100,000 to \$200,000 range.

The District records its liabilities at the undiscounted level.

All costs other than unpaid claims are additional.



## 2. Project Financial Position

We project the financial position of the program as of June 30, 2012 to be as shown in Table III-2.

**Table III-2  
Projected Financial Position  
June 30, 2012**

Item (1)	Full Value (2)	Present Value (3)
(A) Projected funds available (approximate and unaudited)	\$23,445,823	\$23,445,823
(B) Estimated outstanding losses	18,216,871	17,744,794
(C) Projected financial position (A) - (B)	\$5,228,952	\$5,701,029

Note: (A) was provided by the District.  
(B) is from Exhibit WC-11.

The present value of outstanding losses is the amount of money, discounted for anticipated investment income, required to meet unpaid claims. It is calculated based on a 0.5% yield on investments.

## 3. Project Ultimate Losses

We project ultimate losses for 2012/13 and 2013/14 at expected and 70% confidence levels to be as shown in Tables III-3A and III-3B.

**Table III-3A  
Projected Ultimate Losses  
2012/13**

Item (1)	Expected		70% Confidence	
	Amount (2)	Loss Rate per \$100 of Payroll (3)	Amount (4)	Loss Rate per \$100 of Payroll (5)
(A) Projected ultimate losses	\$4,542,000	\$1.46	\$5,132,460	\$1.65
(B) Present value of projected ultimate losses	4,436,000	1.43	5,012,680	1.62

Note: (2) and (3) are from Exhibit WC-10.  
(4) and (5) are based on (2) and (3), respectively, and actuarial judgment.

**Table III-3B  
Projected Ultimate Losses  
2013/14**

Item (1)	Expected		70% Confidence	
	Amount (2)	Loss Rate per \$100 of Payroll (3)	Amount (4)	Loss Rate per \$100 of Payroll (5)
(A) Projected ultimate losses	\$4,633,000	\$1.49	\$5,235,290	\$1.68
(B) Present value of projected ultimate losses	4,525,000	1.46	5,113,250	1.65

Note: (2) and (3) are from Exhibit WC-10.  
(4) and (5) are based on (2) and (3), respectively, and actuarial judgment.

The present value of the projected ultimate losses is the amount of money, discounted for anticipated investment income, required to meet claims. It is calculated based on a 0.5% yield on investments.

All costs other than claims are additional.

#### 4. Project Losses at Alternative SIRs

We project ultimate limited losses for 2012/13 and 2013/14 to be as shown in Table III-4A and III-4B, respectively.

**Table III-4A  
Projected Ultimate Limited Losses  
2012/13**

Retention (1)	Full Value (2)	Present Value (3)
(A) \$500,000	\$4,405,740	\$4,302,920
(B) \$750,000	4,496,580	4,391,640
(C) \$1,000,000	4,542,000	4,436,000
(D) Unlimited	4,632,840	4,524,720

Note: (C) is from Exhibit WC-10.  
(A), (B), and (D) are based on (C), the District's data as show in Exhibit WC-15, and actuarial judgment.

**Table III-4B  
Projected Ultimate Limited Losses  
2013/14**

	<b>Retention (1)</b>	<b>Full Value (2)</b>	<b>Present Value (3)</b>
(A)	\$500,000	\$4,494,010	\$4,389,250
(B)	\$750,000	4,586,670	4,479,750
(C)	\$1,000,000	4,633,000	4,525,000
(D)	Unlimited	4,725,660	4,615,500

Note: (C) is from Exhibit WC-10.  
(A), (B), and (D) are based on (C), the District's data as show in Exhibit WC-15,  
and actuarial judgment.

## 5. Project Losses Paid

We project losses paid during 2012/13 and 2013/14 to be as shown in Table III-5.

**Table III-5  
Projected Losses Paid**

<b>Item (1)</b>	<b>2012/13 (2)</b>	<b>2013/14 (3)</b>
(A) Projected losses paid	\$4,311,890	\$4,208,373

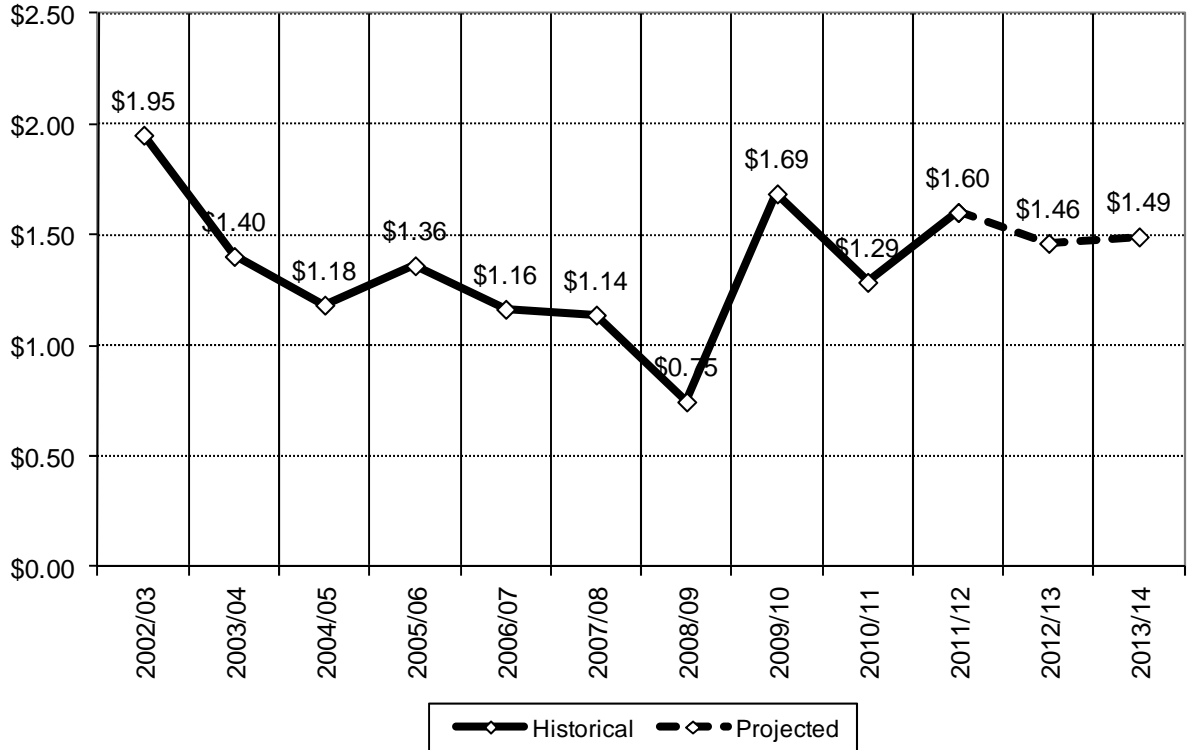
Note: (A) is from Exhibit WC-12.  
(B) is from Exhibit WC-13.

All costs other than claims are additional.

## Loss Experience Trends

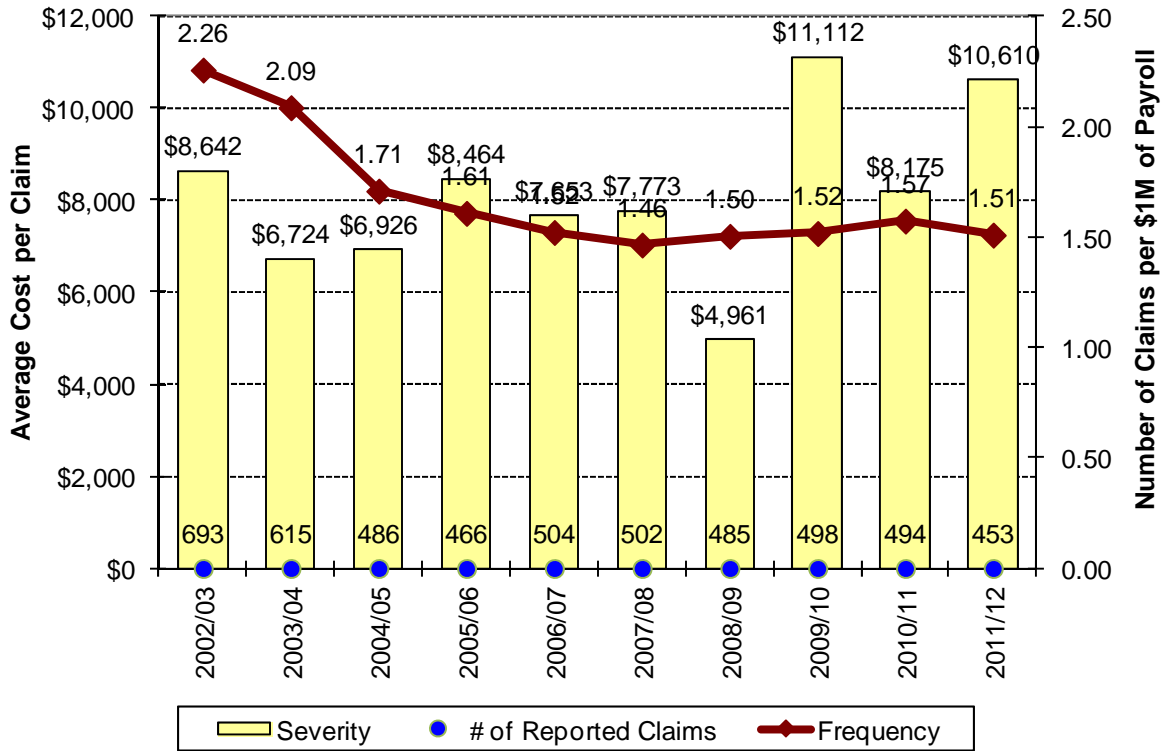
Graphs III-1 and III-2 show loss experience trends for workers compensation as measured by loss rate per \$100 of payroll and frequency and severity, respectively.

**Graph III-1**  
**Loss Rate per \$100 of Payroll**



Note: Loss rates are from Exhibit WC-10, columns (4) and (7).

**Graph III-2  
Frequency and Severity**

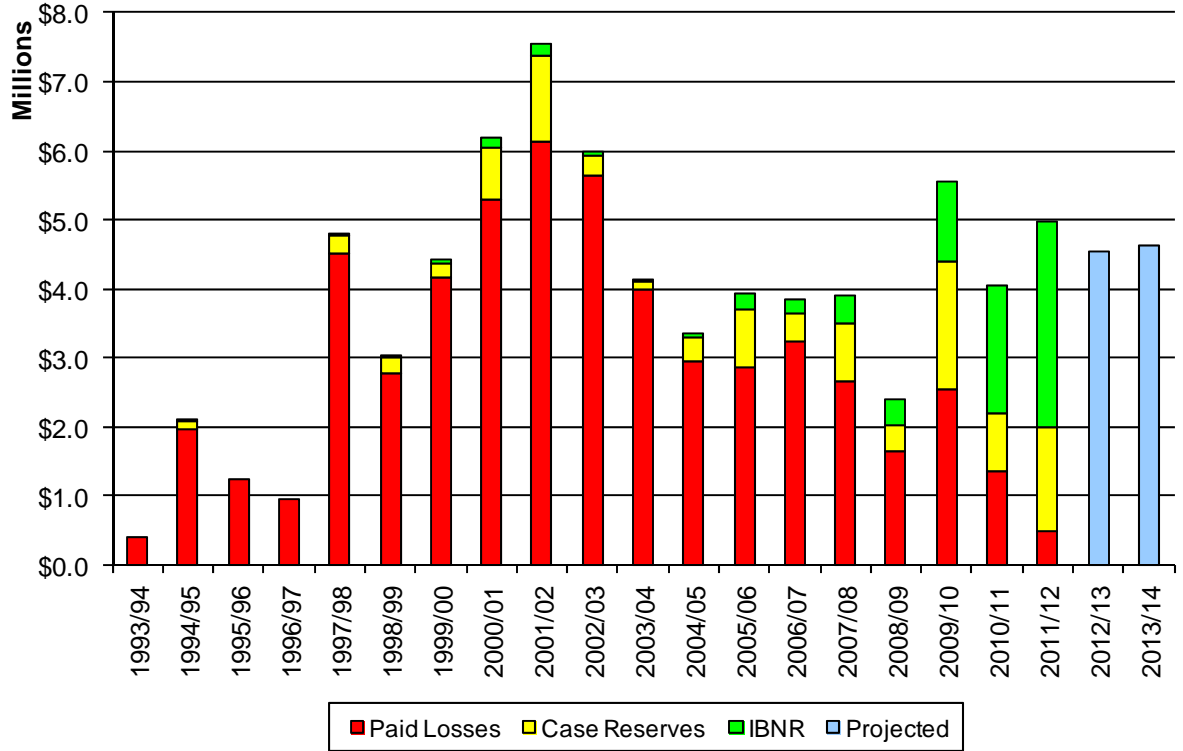


Note: Frequency amounts are from Exhibit WC-8, Section I, column (7).  
Severity amounts are based on the projected claim counts in Exhibit WC-8 and the projected ultimate losses in Exhibit WC-9.

DRAFT

Graph III-3 shows the composition of the projected ultimate limited losses for workers compensation.

**Graph III-3**  
**Composition of Projected Ultimate Limited Losses**



Note: Amounts through 2011/12 are from Exhibit WC-11.  
Amounts for 2012/13 and 2013/14 are from Exhibit WC-10.

## 6. Recommend Funding

The funding amounts for 2012/13 and 2013/14 are as shown in Tables III-6A and III-6B, respectively. The recommended funding amounts reflect a \$1 million retention.

**Table III-6A  
Recommended Funding  
2012/13**

Item (1)	Present Value		Full Value	
	Expected (2)	70% Confidence (3)	Expected (4)	70% Confidence (5)
(A) Projected ultimate losses	\$4,436,000	\$5,012,680	\$4,542,000	\$5,132,460
(B) Budgeted expenses (A2) x 15%	665,400	665,400	665,400	665,400
(C) Recommended funding (A) + (B)	\$5,101,400	\$5,678,080	\$5,207,400	\$5,797,860

Note: (A) is from Table III-3A.  
(B) is based on our studies of similar programs and discussions with the District. The District may substitute this estimate with actual budgeted expenses.

**Table III-6B  
Recommended Funding  
2013/14**

Item (1)	Present Value		Full Value	
	Expected (2)	70% Confidence (3)	Expected (4)	70% Confidence (5)
(A) Projected ultimate losses	\$4,525,000	\$5,113,250	\$4,633,000	\$5,235,290
(B) Budgeted expenses (A2) x 15%	678,750	678,750	678,750	678,750
(C) Recommended funding (A) + (B)	\$5,203,750	\$5,792,000	\$5,311,750	\$5,914,040

Note: (A) is from Table III-3B.  
(B) is based on our studies of similar programs and discussions with the District. The District may substitute this estimate with actual budgeted expenses.

The funding rates for 2012/13 and 2013/14 are as shown in Tables III-6C and III-6D, respectively.

**Table III-6C  
Recommended Funding Rates  
2011/12**

Item (1)	Present Value		Full Value	
	Expected (2)	70% Confidence (3)	Expected (4)	70% Confidence (5)
(A) Projected ultimate losses	\$ 1.43	\$ 1.62	\$ 1.46	\$ 1.65
(B) Budgeted expenses (A2) x 15%	0.21	0.21	0.21	0.21
(C) Recommended funding (A) + (B)	\$ 1.64	\$ 1.83	\$ 1.67	\$ 1.86

Note: (A) is from Table III-3A.  
(B) is based on the expenses in Table III-6A and projected 2012/13 payroll of \$310.7 million.

**Table III-6D  
Recommended Funding Rates  
2012/13**

Item (1)	Present Value		Full Value	
	Expected (2)	70% Confidence (3)	Expected (4)	70% Confidence (5)
(A) Projected ultimate losses	\$ 1.46	\$ 1.65	\$ 1.49	\$ 1.68
(B) Budgeted expenses (A2) x 15%	0.22	0.22	0.22	0.22
(C) Recommended funding (A) + (B)	\$ 1.68	\$ 1.87	\$ 1.71	\$ 1.90

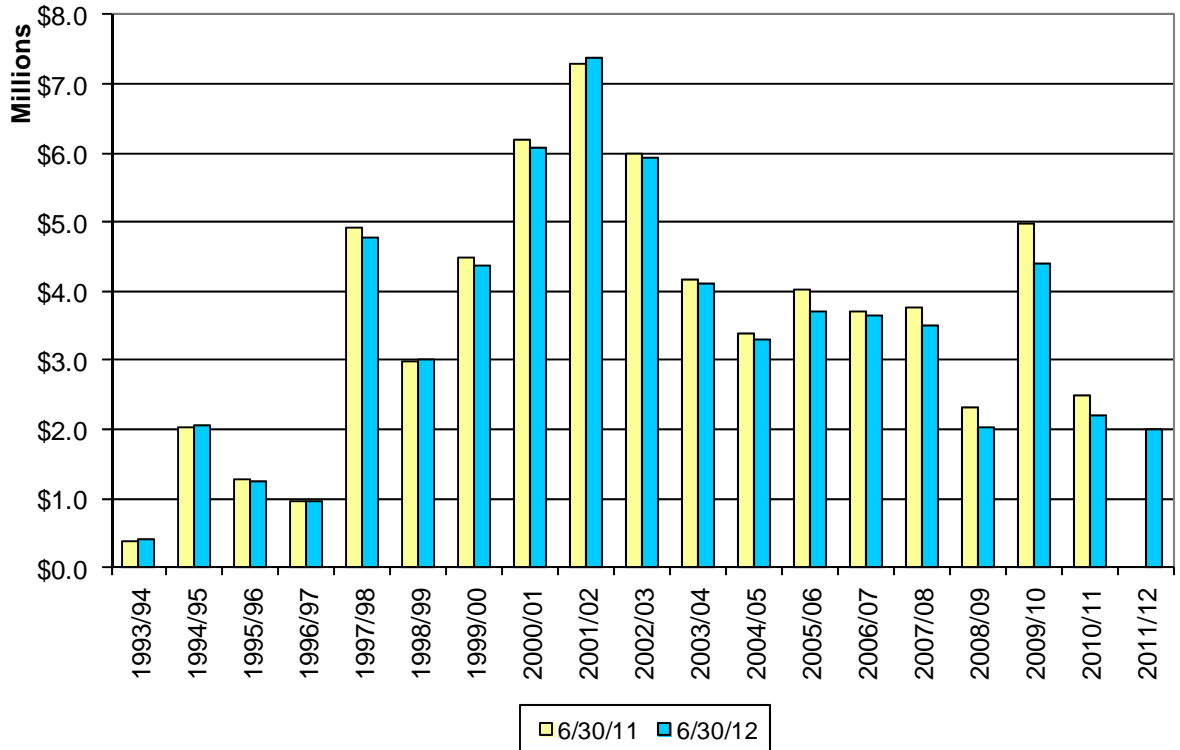
Note: (A) is from Table III-3B.  
(B) is based on the expenses in Table III-6A and projected 2013/14 payroll of \$310.7 million.



## 7. Compare to Previous Actuarial Study

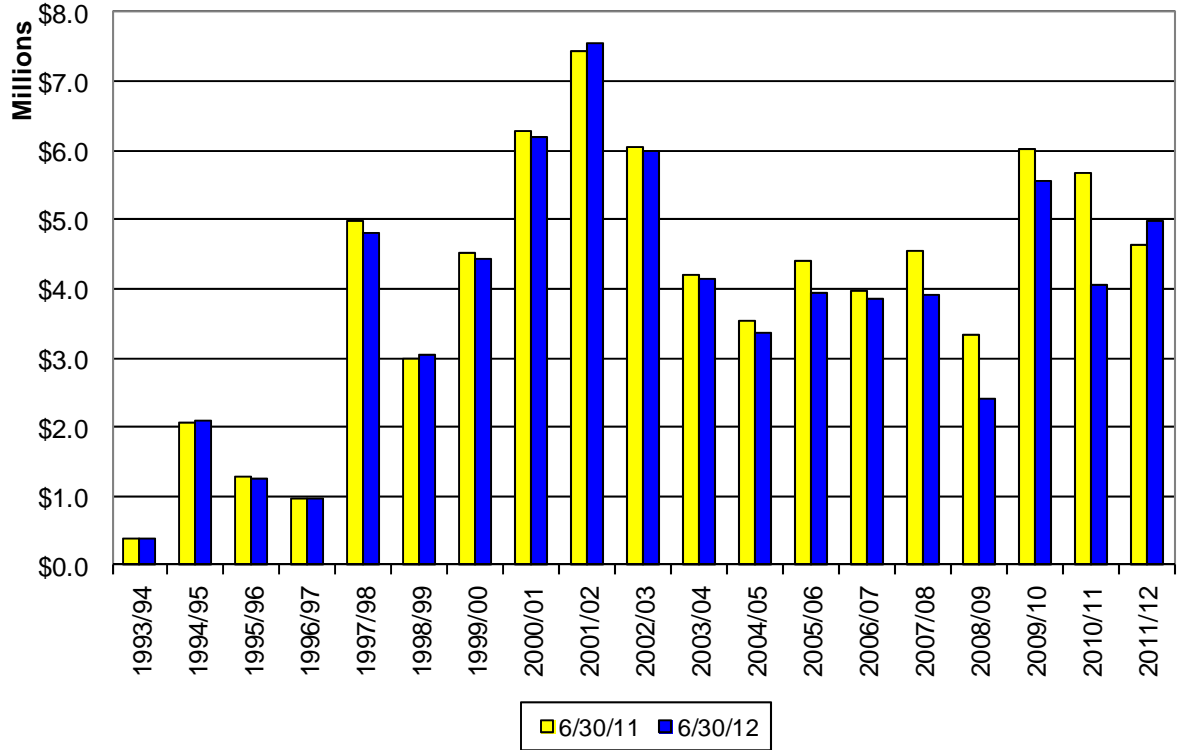
Graphs III-4 and III-5 are graphical comparisons of the reported incurred losses and projected ultimate losses, respectively, by fiscal year of occurrence of the workers compensation program from the previous study (report dated September 22, 2011) to the current study.

**Graph III-4**  
**Comparison of Limited Reported Incurred Losses**  
**as of June 30, 2011 and June 30, 2012**



Note: Amounts as of June 30, 2011 are from the previous actuarial study.  
 Amounts as of June 30, 2012 are from Exhibit WC-1.

**Graph III-5  
Comparison of Projected Ultimate Limited Losses  
as of June 30, 2011 and June 30, 2012**



Note: Amounts as of June 30, 2011 are from the previous actuarial study.  
Amounts as of June 30, 2012 are from Exhibits WC-9.

For all claims through 2010/11, the change in the projected ultimate limited losses from June 30, 2011 to June 30, 2012 was -6.2%.

## 8. Size of Loss Distribution Analysis

Table III-8 shows the distribution of losses in various layers.

**Table III-8  
Size of Loss Distribution**

Layer (1)	Total Reported Claims (2)	Percent of Total (2)/Total(2) (3)	Cumulative Percent of Total (4)	Total Reported Incurred Losses (5)	Percent of Total (5)/Total(5) (6)	Cumulative Percent of Total (7)
(A) \$0 to \$5,000	4,954	82.1%	82.1%	\$4,203,901	6.0%	6.0%
(B) \$5,000 to \$10,000	260	4.3%	86.4%	1,755,617	2.5%	8.5%
(C) \$10,000 to \$25,000	272	4.5%	90.9%	4,572,870	6.5%	15.1%
(D) \$25,000 to \$50,000	198	3.3%	94.2%	7,159,032	10.2%	25.3%
(E) \$50,000 to \$100,000	170	2.8%	97.0%	12,202,004	17.4%	42.7%
(F) \$100,000 to \$250,000	133	2.2%	99.2%	20,167,253	28.8%	71.6%
(G) \$250,000 to \$500,000	39	0.6%	99.9%	12,857,645	18.4%	90.0%
(H) \$500,000 to \$750,000	5	0.1%	100.0%	3,101,147	4.4%	94.4%
(I) \$750,000 to \$1,000,000	1	0.0%	100.0%	811,253	1.2%	95.6%
(J) Over \$1,000,000	2	0.0%	100.0%	3,096,183	4.4%	100.0%
(K) Total (A) ... (J)	6,034	100%		\$69,926,905	100%	

Note: See Exhibit WC-16.

The average cost per claim is about \$11,200. About 86% of the non-zero claims reported are below \$10,000 and represent about 9% of the incurred amounts. The remaining 14% of the claims consume about 91% of the incurred amounts.

## 9. Affirm GASB Statement No. 10

We affirm the conclusions of this report are consistent with GASB Statement No. 10.

## Conditions and Limitations

It is important to understand the conditions and limitations listed below. Each chapter and section is an integral part of the whole study. If there are questions, please contact Aon for clarification.

- **Data Quality.** We relied upon data provided by the organization shown on the transmittal page or its designated agents. The data was used without verification or audit, other than checks for reasonableness. Unless otherwise stated, we assumed the data to be correct and complete.
- **Economic Environment.** Unless otherwise stated, we assumed the current economic conditions will continue in the foreseeable future.
- **Insurance Coverage.** Unless otherwise stated, we assumed no insurance coverage changes (including coverage provided by the organization to others) subsequent to the date this study was prepared. This includes coverage language, self-insured retention, limitations and similar issues.
- **Insurance Solvency.** Unless otherwise stated, we assumed all insurance purchased by the organization is from solvent sources payable in accordance with terms of the coverage document.
- **Interest Rate.** The exhibits specify the annual interest rate used.
- **Methodology.** In this study, different actuarial methods were applied. In some instances, the methods yield significantly disparate results. The estimates, projections and recommendations in this study reflect our judgments as to the best method or combination of methods that are most reliable and reflective of the exposure to loss.
- **Reproduction.** This study may only be reproduced in its entirety.
- **Risk and Variability.** Insurance is an inherently risky enterprise. Actual losses may vary significantly from our estimates, projections and recommendations. They may emerge higher or lower.

- **Statutory and Judicial Changes.** Legislatures and judiciaries may change statutes that govern indemnification. This includes benefit levels for workers compensation, immunities and limitations for liability, and other similar issues. Unless otherwise stated, we assumed no statutory changes subsequent to the date this study was prepared.
- **Supplemental Data.** In addition to the data provided by the organization, we supplemented our analysis with data from similar organizations and insurance industry statistics, as we deemed appropriate.
- **Usage.** This study has been prepared for the usage of the organization shown on the transmittal page. It was not prepared for and may not be appropriate for use by other organizations. Other organizations should obtain written permission from Aon prior to use of this study.

DRAFT

## Glossary of Actuarial Terms

### Actuarial Methods (Most Common)

A major objective of an actuarial study is to statistically project ultimate losses. The following actuarial methods are the most common:

- Developed Paid Losses
- Developed Reported Incurred Losses
- Developed Case Reserves
- Frequency Times Severity Analysis
- Loss Rate Analysis

The following describes each method:

1. **Developed Paid Losses.** Paid losses represent the amounts actually paid to claimants (less excess insurance recoveries). As time goes on, loss payments continue until all claims are closed and there are no remaining payments expected. At this time, the ultimate losses for the claim period are known. This common process is called “paid loss development.”

Paid loss development is an extrapolation of actual dollars paid. It does not depend on case reserve estimates. A potential shortcoming of utilizing this method is that only a small fraction of total payments have been made for the most recent claim periods. Extrapolating ultimate losses based on small amounts of actual payments may be speculative. A second potential shortcoming is that payment patterns can change over time.

2. **Developed Reported Incurred Losses.** Reported incurred losses are paid losses plus case reserves. In most programs, total reported incurred losses underestimate the ultimate losses. Over time, as more information about a body of claims becomes known, they are adjusted either up or down until they are closed. Though many individual claims settle for less than what was estimated, these decreases are generally more than offset by increases in the cost of other claims for which new information has emerged.

The net effect is that total estimated costs are often revised upward over time. This

normal process is called “reported incurred loss development.” Actuaries typically review the development patterns of the recent past to make projections of the expected future loss development and, therefore, estimations of ultimate losses.

3. **Developed Case Reserves.** A case reserve is an estimate of the unpaid amount established by claims adjusters for which a particular claim will ultimately be settled or adjudicated. The developed case reserves method is a hybrid of the paid loss development and reported incurred loss development methods. It relies on the historical adequacy of case reserves to predict ultimate losses.
4. **Frequency Times Severity Analysis.** The frequency times severity analysis is an actuarial method that uses a preliminary projection of ultimate losses to project claims severity. The claims severity times the number of claims is a predictor of ultimate losses. The focus of the frequency times severity analysis is that ultimate losses each period are dependent on the number of claims.
5. **Loss Rate Analysis.** The loss rate analysis is based on the historical loss rates per exposure unit (such as payroll, vehicles or property value). The loss rates (projected ultimate losses divided by exposure units) are trended to reflect the effect of claim cost inflation and retention changes. The trended loss rates represent the rates that one would see if all of the claims had been handled in the claim cost environment that will be present in the upcoming period. The trended loss rate times the projected exposure units is a predictor of losses.
6. **Bornhuetter-Ferguson Method (B-F).** The B-F method is an actuarial method that weights a preliminary projection of ultimate losses with projections of ultimate losses determined by other actuarial methods (usually the developed paid losses and developed reported incurred losses methods). For less mature claim periods, the B-F method leans more heavily to the preliminary projection. It gradually converges to the projections of ultimate losses determined by the other actuarial methods as the claim periods mature.

## Actuary

A specialist trained in mathematics, statistics, and finance who is responsible for rate, reserve, and dividend calculations and other statistical studies.

## Allocated Loss Adjustment Expenses

Allocated loss adjustment expenses (ALAE) are the direct expenses to settle specific claims. These expenses are primarily legal expenses.

Governmental Accounting Standards Board (GASB) Statement No. 10 requires that ALAE

be included in financial statements and that they be calculated by actuarial methods.

## **American Academy of Actuaries**

A society concerned with the development of education in the field of actuarial science and with the enhancement of standards in the actuarial field. Members may use the designation MAAA (Member, American Academy of Actuaries).

## **Benefits**

The financial reimbursement and other services provided insureds by insurers under the terms of an insurance contract. An example would be the benefits listed under a life or health insurance policy or benefits as prescribed by a workers compensation law.

## **Casualty Actuarial Society**

A professional society for actuaries in areas of property and casualty insurance work. This society grants the designation of Associate of the Casualty Actuarial Society (ACAS) and Fellow of the Casualty Actuarial Society (FCAS).

## **Claim**

Demand by an individual or entity to recover for a loss.

## **Claims Made**

A policy written on this basis covers only those claims that are made during the policy period. Coverage for prior acts is provided back to what is known as the retroactive date, which is the effective date of the original claims made policy with the same insurer.

## **Composite Rate**

A single rate with a single basis of premium (e.g., payroll or sales). For this single rate the insured is covered for a variety of hazards, such as premises and operations, completed operations, products liability, and automobile. Its primary value is to compute premium simply.



## **Confidence Level**

A confidence level is the statistical certainty that an actuary believes funding will be sufficient. For example, an 80% confidence level means that the actuary believes funding will be sufficient in eight years out of ten.

Confidence levels are determined based on mathematical models. Coverages that are low frequency and high severity (such as excess liability) are subject to greater risk than coverages that are high frequency and low severity (such as automobile physical damage). Therefore, they need a greater margin to attain a given confidence level.

## **Coverage**

The scope of the protection provided under a contract of insurance.

## **Credibility**

Credibility is the belief that the sample data is an accurate reflection of the larger population. Credibility is highest when the sample data is large and the standard deviation (discussed later) of the larger population is low.

## **Dates**

There are at least three milestone dates in a claim. They are the date of injury or accident, the date of report and the date of closure. It is best if each of these dates is recorded. Some organizations may also keep the date a claim becomes a lawsuit, as opposed to a demand. Aon recommends this additional level of detail, especially if the data is to be used for litigation management.

## **Deductible**

The portion of an insured loss to be borne by the insured before he is entitled to recovery from the insurer. Deductibles may be expressed as a dollar amount, percentage or waiting period.

## **Disability**

A condition that curtails a person's ability to carry on his normal pursuits. A disability may be partial or total, and temporary or permanent.

## Dividend (Policyholder)

The return of part of the premium paid for a policy issued on a participating basis by either a mutual or a stock insurer.

## Estimated Outstanding Losses

Estimated outstanding losses are the cost of claims that have occurred but have not yet been paid. They typically include indemnification and allocated loss adjustment expenses (ALAE), but not unallocated loss adjustment expenses (ULAE).

Estimated outstanding losses are calculated as projected ultimate losses less paid losses. Alternatively, they are the sum of case reserves and incurred but not reported (IBNR) claims.

Estimated outstanding losses are usually the largest single item listed as a liability on the balance sheet of a public entity's financial statement. GASB Statement No. 10 requires they be calculated by actuarial methods. Other common names for estimated outstanding losses are outstanding claims liabilities and unpaid claims.

## Experience Rating

A method of adjusting the premium for a risk based on past loss experience for that risk compared to loss experience for an average risk.

## Exposure Data

Exposure data refers to the activities of the organization. For example, payroll is the most common exposure measure for workers compensation. Aon suggests collecting exposure data with the following characteristics:

- **Readily Available.** The exposure data should be easily obtained. It is best if it is a byproduct of other activities, although this is not always possible. If getting data is arduous, it may discourage collection.

- **Vary With Losses.** The exposure data should correlate directly with losses. The ideal situation is where exposure and expected losses move in tandem. The exposure base needs to be fitting to the coverage. For example, the number of employees may vary with property losses (more employees = more office space = more losses), but property value is a clearly superior exposure base for property losses.

## **Generally Accepted Accounting Principles (GAAP)**

These principles are intended to produce financial results (in the insurance industry) consistent with those of other industries and to assure consistency in financial reporting.

## **Incurred But Not Reported**

IBNR is really comprised of two distinct items. These are the development of known case reserves (incurred but not enough reported [IBNER] and incurred but not yet reported [IBNYR]).

IBNER are the actuary's estimate of the inadequacy of case reserves. Most claims settle at amounts close to what is set by the claims administrator. Some claims close favorably and some emerge as more expensive. On balance, case reserves tend to be too low (especially for recent years). IBNER is the actuary's estimate of the amount total case reserves will rise upon closure.

IBNYR refers to those claims that have occurred, but have not yet been reported. A classic example is medical malpractice claim reported several years after the medical procedure was performed.

## **Insurance Services Office (ISO)**

An organization of the property and casualty insurance business designed to gather statistics, promulgate rates, and develop policy forms.

## **Investment Income**

The return received by entities from their investment portfolios, including interest, dividends and realized capital gains on stocks. Realized capital gains means the profit realized on assets that have actually been sold for more than their purchase price.

## Limited

Most programs purchase excess insurance for catastrophic claims. For example, they may purchase coverage for claims above a \$500,000 per occurrence self-insured retention. “Limited” refers to an estimate or projection being limited to the self-insured retention. In contrast, “unlimited” means a loss projection not limited to the self-insured retention.

Other common names for limited are net of excess insurance or capped losses.

## Loss Development

The difference between the amount of losses initially estimated by the insurer and the amount reported in an evaluation on a later date. Loss development is typically measured for paid losses, reported incurred losses and claim counts.

## Manual Rates

Usually, the published rate for some unit of insurance. An example is in the workers compensation manual, where the rates shown apply to each \$100 of the payroll of the insured, \$100 being the “unit.”

## National Council on Compensation Insurance (NCCI)

An association of workers compensation insurance companies whose main functions are collecting statistics and calculating rates, establishing policy wording, developing experience and retrospective rating plans, and serving as the filing organization for member companies.

## Net

Many pooling programs assign deductibles to members. For example, each member may have a \$5,000 per claim deductible. “Net” refers to a loss estimate or projection that excludes amounts below member deductibles.

## Occurrence

An event that results in an insured loss. In some lines of insurance, such as general liability, it is distinguished from accident in that the loss does not have to be sudden and fortuitous and can result from continuous or repeated exposure that results in bodily injury or property damage neither expected nor intended by the insured.

## **Pool**

An organization of entities through which particular types of risks are written with the premiums, losses, and expenses shared in agreed amounts among the members belonging to the organization.

## **Premium**

The price of insurance protection for a specified risk for a specified period of time.

## **Present Value**

The amount of money that future amounts receivable are currently worth. For example, a Life Insurance policy may provide for payments to be made monthly for ten years. The present value of that money would be less than the total amount of the regular periodic payments for 10 years because of the amount of interest that a present lump sum could earn during the term than the payments otherwise would have been made.

## **Probability**

The probability is the likelihood of an event. It is a measure of how likely a value or event is to occur. It can be measured from data by calculating the number of occurrences of the value or event divided by the total number of occurrences. This calculation can be converted to a percentage. For example, tossing a coin has a 50% probability of heads or tails.

## **Projected Losses Paid**

Projected losses paid are the projected claims disbursements in a period, regardless of when the claim occurred. They typically include indemnification and ALAE, but not unallocated loss adjustment expenses (ULAE).

“Projected losses paid” is a cash-flow analysis that can be used in making investment decisions.

## **Projected Ultimate Losses**

Projected ultimate losses are the accrual value of claims. They are the total amount that is expected to be paid in a particular claim period after all claims are closed. Projected ultimate

losses are the total loss costs for a particular period. They typically include indemnification and ALAE, but not ULAE.

Other common names for projected ultimate losses are expected losses, ultimate losses and total losses.

## **Rate**

The cost of a given unit of insurance. For example, in life insurance, it is the price of \$1,000 of the face amount. In property insurance, it is the rate per \$100 of value to be insured. The premium is the rate multiplied by the number of units of insurance purchased.

## **Retrospective Rating**

A method for which the final premium is not determined until the end of the coverage period, and is based on the insured's own loss experience for that same period. It is usually subject to a maximum and minimum premium. A plan of this type can be used in various types of insurance, especially workers compensation and liability, and is usually elected by only very large insureds.

## **Salvage**

Property taken over by an entity to reduce its loss. Automobile physical damage losses can be reduced by the sale of recovered vehicles.

## **Schedule Rating**

The application of debits or credits within established ranges for various characteristics of a risk according to an established schedule of items. Under liability and automobile insurance, the schedule rating plan allows credits and debits for various good or bad features of a particular commercial risk. An example in automobile schedule rating would be allowing credits for driver training classes or fleet maintenance programs.

## **Self-Insurance Retention (SIR)**

That portion of a risk or potential loss assumed by an insured. It is often in the form of a per occurrence deductible.

## **Society of Actuaries (SOA)**

A professional society for actuaries in areas of pensions, and life and health insurance work. The SOA grants the designation Associate of the Society of Actuaries (ASA) and Fellow of the Society of Actuaries (FSA).

## **Standard Premium**

Most often used in connection with retrospective rating for Workers Compensation and General Liability Insurance. It is the premium of which the basic premium is a percentage and is developed by applying the regular rates to an insured's payroll.

## **State Fund**

A fund set up by a state government to finance a mandatory insurance system, such as Workers Compensation or non-occupational disability benefits. Such a fund may be monopolistic, i.e., purchasers of the type of insurance required must place it in the state fund; or it may be competitive, i.e., an alternative to private insurance if the purchaser desires to use it.

## **Statutory Accounting Principles (SAP)**

Those principles required by statute that must be followed by an insurance company or other similar entity when submitting its financial statement to the state insurance department. Such principles differ from (GAAP) in some important respects. For one thing SAP requires that expenses must be recorded immediately and cannot be deferred to track with premiums as they are earned and taken into revenue.

## **Unallocated Loss Adjustment Expenses**

Unallocated loss adjustment expenses (ULAE) are the indirect expenses to settle claims. These expenses are primarily administration and claims handling expenses.

GASB Statement No. 10 requires that ULAE be included in financial statements and that they be calculated by actuarial methods.

## Exhibits

The attached exhibits detail our analysis.

DRAFT



SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-1 (page 1)

Data Summary as of June 30, 2012  
Losses Limited to Self-Insured Retention

Claim Period (1)	Specific Self-Insured Retention (2)	Aggregate Retention (3)	Months of Development 6/30/12 (4)	Payroll (000) (5)	Reported Claims 6/30/12 (6)	Open Claims 6/30/12 (7)	Limited Paid Losses 6/30/12 (8)	Limited Case Reserves 6/30/12 (9)	Limited Reported Incurred Losses 6/30/12 (10)
to 1992/93	See Note	None	240.0	Not Provided	39	7	\$4,587,625	\$262,971	\$4,850,596
1993/94	Unlimited	None	228.0	Not Provided	5	0	397,029	0	397,029
1994/95	Unlimited	None	216.0	133,835	18	1	1,972,233	99,341	2,071,574
1995/96	Unlimited	None	204.0	157,149	15	0	1,256,752	0	1,256,752
1996/97	Unlimited	None	192.0	178,257	26	0	955,189	0	955,189
1997/98	Unlimited	None	180.0	194,133	108	6	4,519,307	243,606	4,762,913
1998/99	Unlimited	None	168.0	209,650	126	4	2,788,970	220,304	3,009,274
1999/00	Unlimited	None	156.0	224,325	273	6	4,177,783	204,933	4,382,716
2000/01	Unlimited	None	144.0	237,785	679	12	5,300,371	761,869	6,062,239
2001/02	Unlimited	None	132.0	249,675	789	13	6,144,918	1,222,748	7,367,666
2002/03	Unlimited	None	120.0	307,072	693	14	5,628,821	310,437	5,939,258
2003/04	Unlimited	None	108.0	294,759	615	10	3,998,498	115,288	4,113,786
2004/05	Unlimited	None	96.0	284,445	486	8	2,959,332	331,363	3,290,695
2005/06	Unlimited	None	84.0	289,808	466	13	2,877,595	818,452	3,696,047
2006/07	Unlimited	None	72.0	331,250	504	14	3,233,569	425,700	3,659,269
2007/08	Unlimited	None	60.0	342,744	502	27	2,663,867	838,375	3,502,241
2008/09	Unlimited	None	48.0	322,456	485	18	1,658,676	376,393	2,035,069
2009/10	1,000,000	None	36.0	328,981	498	47	2,542,888	1,845,902	4,388,789
2010/11	1,000,000	None	24.0	315,947	494	39	1,374,759	819,856	2,194,615
2011/12	1,000,000	None	12.0	310,723	453	118	505,920	1,485,267	1,991,187
<b>Total</b>					<b>7,274</b>	<b>357</b>	<b>\$59,544,101</b>	<b>\$10,382,804</b>	<b>\$69,926,905</b>

DRAFT

\* The specific self-insured retention changes are as follows:

Effective Date	Retention
07/01/86	Unlimited
11/01/09	1,000,000

(8), (9) and (10) are net of the specific self-insured retention.

Data was provided by the District.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-1 (page 2)

Data Summary as of June 30, 2012  
Unlimited Losses

Claim Period (1)	Specific Self-Insured Retention (2)	Aggregate Retention (3)	Months of Development 6/30/12 (4)	Payroll (000) (5)	Reported Claims 6/30/12 (6)	Open Claims 6/30/12 (7)	Unlimited Paid Losses 6/30/12 (8)	Unlimited Case Reserves 6/30/12 (9)	Unlimited Reported Incurred Losses 6/30/12 (10)
to 1992/93	Unlimited	None	240.0	Not Provided	39	7	\$4,587,625	\$262,971	\$4,850,596
1993/94	Unlimited	None	228.0	Not Provided	5	0	397,029	0	397,029
1994/95	Unlimited	None	216.0	133,835	18	1	1,972,233	99,341	2,071,574
1995/96	Unlimited	None	204.0	157,149	15	0	1,256,752	0	1,256,752
1996/97	Unlimited	None	192.0	178,257	26	0	955,189	0	955,189
1997/98	Unlimited	None	180.0	194,133	108	6	4,519,307	243,606	4,762,913
1998/99	Unlimited	None	168.0	209,650	126	4	2,788,970	220,304	3,009,274
1999/00	Unlimited	None	156.0	224,325	273	6	4,177,783	204,933	4,382,716
2000/01	Unlimited	None	144.0	237,785	679	12	5,300,371	761,869	6,062,239
2001/02	Unlimited	None	132.0	249,675	789	13	6,144,918	1,222,748	7,367,666
2002/03	Unlimited	None	120.0	307,072	693	14	5,628,821	310,437	5,939,258
2003/04	Unlimited	None	108.0	294,759	615	10	3,998,498	115,288	4,113,786
2004/05	Unlimited	None	96.0	284,445	486	8	2,959,332	331,363	3,290,695
2005/06	Unlimited	None	84.0	289,808	466	13	2,877,595	818,452	3,696,047
2006/07	Unlimited	None	72.0	331,250	504	14	3,233,569	425,700	3,659,269
2007/08	Unlimited	None	60.0	342,744	502	27	2,663,867	838,375	3,502,241
2008/09	Unlimited	None	48.0	322,456	485	18	1,658,676	376,393	2,035,069
2009/10	Unlimited	None	36.0	328,981	498	47	2,542,888	1,845,902	4,388,789
2010/11	Unlimited	None	24.0	315,947	494	39	1,374,759	819,856	2,194,615
2011/12	Unlimited	None	12.0	310,723	453	118	505,920	1,485,267	1,991,187
<b>Total</b>					<b>7,274</b>	<b>357</b>	<b>\$59,544,101</b>	<b>\$10,382,804</b>	<b>\$69,926,905</b>

DRAFT

(8), (9) and (10) are gross of the specific self-insured retention.

Data was provided by the District.

Summary of Percent Losses Paid, Losses Reported and Claims Reported

Months of Development (1)	Percent Losses Paid (2)	Percent Losses Reported (3)	Percent Claims Reported (4)	Months of Development (5)	Percent Losses Paid (6)	Percent Losses Reported (7)	Percent Claims Reported (8)
360.0	99.9%	100.0%	100.0%	354.0	99.8%	100.0%	100.0%
348.0	99.8%	100.0%	100.0%	342.0	99.8%	100.0%	100.0%
336.0	99.7%	100.0%	100.0%	330.0	99.7%	100.0%	100.0%
324.0	99.6%	100.0%	100.0%	318.0	99.5%	100.0%	100.0%
312.0	99.4%	100.0%	100.0%	306.0	99.3%	100.0%	100.0%
300.0	99.2%	100.0%	100.0%	294.0	99.0%	100.0%	100.0%
288.0	98.9%	100.0%	100.0%	282.0	98.6%	100.0%	100.0%
276.0	98.4%	100.0%	100.0%	270.0	98.0%	100.0%	100.0%
264.0	97.7%	100.0%	100.0%	258.0	97.2%	100.0%	100.0%
252.0	96.7%	100.0%	100.0%	246.0	96.0%	99.9%	100.0%
240.0	95.2%	99.8%	100.0%	234.0	95.2%	99.8%	100.0%
228.0	95.1%	99.7%	100.0%	222.0	95.1%	99.7%	100.0%
216.0	95.0%	99.6%	100.0%	210.0	95.0%	99.6%	100.0%
204.0	95.0%	99.5%	100.0%	198.0	94.9%	99.5%	100.0%
192.0	94.9%	99.4%	100.0%	186.0	94.8%	99.4%	100.0%
180.0	94.7%	99.3%	100.0%	174.0	94.5%	99.3%	100.0%
168.0	94.4%	99.2%	100.0%	162.0	94.2%	99.2%	100.0%
156.0	93.9%	99.1%	100.0%	150.0	93.5%	99.1%	100.0%
144.0	93.0%	99.0%	100.0%	138.0	92.1%	98.9%	100.0%
132.0	91.2%	98.8%	100.0%	126.0	90.2%	98.7%	100.0%
120.0	89.2%	98.5%	100.0%	114.0	88.1%	98.3%	100.0%
108.0	87.0%	98.0%	100.0%	102.0	85.4%	97.5%	100.0%
96.0	83.7%	97.1%	100.0%	90.0	81.9%	96.1%	100.0%
84.0	80.1%	95.1%	100.0%	78.0	76.4%	93.9%	100.0%
72.0	72.8%	92.6%	100.0%	66.0	68.9%	90.9%	100.0%
60.0	65.0%	89.1%	100.0%	54.0	61.3%	86.2%	100.0%
48.0	57.5%	83.3%	100.0%	42.0	53.1%	77.8%	99.9%
36.0	48.7%	72.4%	99.8%	30.0	42.4%	65.9%	99.6%
24.0	36.1%	59.3%	99.4%	18.0	25.3%	46.2%	98.0%
12.0	14.4%	33.0%	96.5%	6.0	7.2%	16.5%	48.3%

DRAFT

(2) is from Exhibit WC-2 (page 2).

(3) is from Exhibit WC-2 (page 3).

(4) is from Exhibit WC-2 (page 4).

(6), (7) and (8) are interpolated, based on (2), (3) and (4), respectively.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Historical Unlimited Paid Losses (\$000) and Unlimited Paid Loss Development

Claim Period	Months of Development:																					
	12	24	36	48	60	72	84	96	108	120	132	144	156	168	180	192	204	216	228	240		
to 1992/03																						
1993/04																						
1994/05																						
1995/06																						
1996/07																						
1997/08																						
1998/09																						
1999/00																						
2000/01																						
2001/02																						
2002/03																						
2003/04																						
2004/05																						
2005/06																						
2006/07																						
2007/08																						
2008/09																						
2009/10																						
2010/11																						
2011/12																						

II. Unlimited Paid Loss Development

Claim Period	Months of Development:																					
	12-24	24-36	36-48	48-60	60-72	72-84	84-96	96-108	108-120	120-132	132-144	144-156	156-168	168-180	180-192	192-204	204-216	216-228	228-240	240-Ult		
to 1992/03																						
1993/04																						
1994/05																						
1995/06																						
1996/07																						
1997/08																						
1998/09																						
1999/00																						
2000/01																						
2001/02																						
2002/03																						
2003/04																						
2004/05																						
2005/06																						
2006/07																						
2007/08																						
2008/09																						
2009/10																						
2010/11																						
2011/12																						
Average All	2,527	1,405	1,220	1,134	1,106	1,087	1,078	1,048	1,048	1,039	1,039	1,035	1,039	1,019	1,007	1,000	1,011	1,031	1,016	1,016	1,016	
Wtd 3	2,317	1,387	1,156	1,103	1,084	1,063	1,030	1,026	1,026	1,027	1,027	1,021	1,019	1,010	1,004	1,005	1,000	1,010	1,016	1,016	1,016	
Last 3	2,331	1,379	1,170	1,102	1,091	1,068	1,028	1,028	1,028	1,026	1,026	1,021	1,013	1,011	1,004	1,006	1,010	1,010	1,016	1,016	1,016	
Last 5 x-Hi/Low	2,378	1,350	1,200	1,102	1,104	1,075	1,039	1,039	1,030	1,026	1,026	1,021	1,013	1,011	1,004	1,006	1,010	1,010	1,016	1,016	1,016	
Similar	2,483	1,487	1,245	1,145	1,099	1,063	1,047	1,028	1,028	1,028	1,028	1,025	1,019	1,016	1,010	1,009	1,006	1,006	1,006	1,004	1,004	
Previous	2,500	1,350	1,180	1,140	1,120	1,100	1,050	1,045	1,025	1,020	1,015	1,010	1,005	1,003	1,002	1,001	1,001	1,001	1,001	1,001	1,001	
Selected	2,500	1,350	1,180	1,130	1,120	1,100	1,045	1,040	1,025	1,022	1,020	1,010	1,005	1,003	1,002	1,001	1,001	1,001	1,001	1,001	1,001	
Cumulative	6,924	2,770	2,052	1,739	1,539	1,374	1,249	1,195	1,149	1,121	1,097	1,075	1,065	1,056	1,054	1,054	1,053	1,052	1,051	1,051	1,050	
Percent	14.4%	36.1%	48.7%	57.5%	65.0%	72.8%	80.1%	83.7%	87.0%	89.2%	91.2%	93.0%	93.9%	94.4%	94.7%	94.9%	95.0%	95.0%	95.1%	95.1%	95.2%	

Amounts are unlimited (gross of excess insurance).  
Data was provided by the District.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Historical Unlimited Reported Incurred Losses (\$000) and Unlimited Reported Incurred Loss Development

I. Historical Unlimited Reported Incurred Losses (\$000)

Claim Period	Months of Development:																				
	12	24	36	48	60	72	84	96	108	120	132	144	156	168	180	192	204	216	228	240	
to 1992/03																					
1993/04																					
1994/05																					
1995/06																					
1996/07																					
1997/08																					
1998/09																					
1999/00																					
2000/01																					
2001/02																					
2002/03																					
2003/04																					
2004/05																					
2005/06																					
2006/07																					
2007/08																					
2008/09																					
2009/10																					
2010/11																					
2011/12																					

II. Unlimited Reported Incurred Loss Development

Claim Period	Months of Development:																				
	12-24	24-36	36-48	48-60	60-72	72-84	84-96	96-108	108-120	120-132	132-144	144-156	156-168	168-180	180-192	192-204	204-216	216-228	228-240	240-Ult	
to 1992/03																					
1993/04																					
1994/05																					
1995/06																					
1996/07																					
1997/08																					
1998/09																					
1999/00																					
2000/01																					
2001/02																					
2002/03																					
2003/04																					
2004/05																					
2005/06																					
2006/07																					
2007/08																					
2008/09																					
2009/10																					
2010/11																					
2011/12																					

Average All	1.760	1.180	1.101	1.077	1.068	1.003	1.135	1.025	1.031	0.989	1.004	1.014	1.005	0.965	0.988	0.991	1.004	0.977	1.038	
Wtd 3	1.532	1.029	1.093	1.053	1.076	0.948	1.011	1.056	1.035	1.026	1.008	1.035	1.016	0.989	1.003	0.982	1.001	1.004		
Last 3	1.584	1.078	1.072	1.079	1.093	0.947	1.005	1.048	1.041	1.027	1.015	1.038	1.008	1.012	0.997	0.991	1.004			
Last 5 x-Hi,low	1.524	1.164	1.158	1.068	1.055	0.975	1.025	1.012	1.005	1.024	1.009	1.018	1.010	0.991						
Similar	1.609	1.263	1.133	1.085	1.070	1.054	1.038	1.031	1.013	1.014	1.013	1.008	1.010	1.010	1.011	1.003	1.002	1.004	1.004	1.035
Previous	1.800	1.230	1.150	1.070	1.045	1.030	1.020	1.010	1.005	1.003	1.002	1.001	1.001	1.001	1.000	1.000	1.000	1.000	1.000	1.002
Selected	1.800	1.220	1.150	1.070	1.040	1.027	1.020	1.010	1.005	1.003	1.002	1.001	1.001	1.001	1.001	1.001	1.001	1.001	1.001	1.002
Cumulative	3.033	1.685	1.381	1.201	1.123	1.079	1.051	1.030	1.020	1.015	1.012	1.010	1.009	1.008	1.007	1.006	1.005	1.004	1.003	1.002
Percent	33.0%	59.3%	72.4%	83.3%	89.1%	92.6%	95.1%	97.1%	98.0%	98.5%	98.8%	99.0%	99.1%	99.2%	99.3%	99.4%	99.5%	99.6%	99.7%	99.8%

Amounts are unlimited (gross of excess insurance).  
Data was provided by the District.



SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Historical Reported Claims and Reported Claim Development

Claim Period	Months of Development:																				
	12	24	36	48	60	72	84	96	108	120	132	144	156	168	180	192	204	216	228	240	
to 1992/93																					
1993/94																					
1994/95																					
1995/96																					
1996/97																					
1997/98																					
1998/99																					
1999/00																					
2000/01																					
2001/02																					
2002/03																					
2003/04																					
2004/05																					
2005/06																					
2006/07																					
2007/08																					
2008/09																					
2009/10																					
2010/11																					
2011/12																					

II. Reported Claim Development

Claim Period	Months of Development:																				
	12-24	24-36	36-48	48-60	60-72	72-84	84-96	96-108	108-120	120-132	132-144	144-156	156-168	168-180	180-192	192-204	204-216	216-228	228-240	240-Ult	
to 1992/93																					
1993/94																					
1994/95																					
1995/96																					
1996/97																					
1997/98																					
1998/99																					
1999/00																					
2000/01																					
2001/02																					
2002/03																					
2003/04																					
2004/05																					
2005/06																					
2006/07																					
2007/08																					
2008/09																					
2009/10																					
2010/11																					
2011/12																					
Average All	1.039	1.057	1.017	1.026	1.001	1.001	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.014	1.026		
Wtd 3	1.019	1.001	1.003	1.001	1.001	1.001	1.000	1.000	1.001	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Last 3	1.019	1.001	1.003	1.001	1.001	1.001	1.000	1.000	1.001	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Last 5 x-Hi/Low	1.019	1.003	1.002	1.001	1.001	1.001	1.000	1.000	1.001	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Similar	1.076	1.006	1.002	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Previous	1.030	1.004	1.002	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Selected	1.030	1.004	1.002	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Cumulative Percent	96.5%	99.4%	99.8%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Data was provided by the District.



SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Historical Ratio of Unlimited Paid Losses and Unlimited Reported Incurred Losses

I. Ratio of Unlimited Paid Losses to Unlimited Reported Incurred Losses

Claim Period	12	24	36	48	60	72	84	96	108	120	132	144	156	168	180	192	204	216	228	240	
to 1/02/03																					
1934/84																					
1934/85																					
1935/86																					
1936/87																					
1937/88																					
1938/89																					
1939/90																					
2000/01			57.9%		64.0%	69.4%	70.1%	80.6%	70.7%	75.0%	68.1%	70.7%	72.7%	78.0%	99.5%	99.5%	87.8%	89.2%	96.6%	94.6%	
2001/02			64.4%		70.4%	72.1%	74.7%	84.7%	85.0%	77.6%	82.5%	87.6%	91.6%	95.2%	97.3%	94.4%	100.0%	100.0%	100.0%		
2002/03			65.1%		72.2%	75.7%	80.0%	86.6%	86.6%	83.3%	89.3%	92.5%	92.6%	95.3%	92.6%	96.3%	100.0%	100.0%	100.0%		
2003/04			67.6%		77.3%	76.8%	81.8%	88.6%	91.1%	85.3%	93.4%	94.7%	98.0%	100.0%	96.7%	96.5%	100.0%	95.2%			
2004/05			67.6%		81.3%	75.7%	80.7%	88.5%	92.7%	84.0%	94.3%	96.2%	99.0%	99.6%	96.3%	96.3%	100.0%				
2005/06			76.3%		81.3%	77.3%	84.0%	89.5%	92.7%	91.2%	94.3%	94.7%	98.6%	99.1%	96.7%	96.5%					
2006/07			77.0%		79.2%	77.3%	84.0%	89.5%	92.7%	91.2%	94.3%	94.7%	98.6%	99.1%	96.7%	96.5%					
2007/08			78.7%		72.4%	77.3%	84.0%	89.5%	92.7%	91.2%	94.3%	94.7%	98.6%	99.1%	96.7%	96.5%					
2008/09			62.1%		64.7%	76.1%	88.4%	89.9%	91.1%	85.3%	94.5%	92.3%	95.3%	92.7%	91.1%	94.9%					
2009/10			47.8%		81.5%																
2010/11			58.8%																		
2011/12			35.0%																		
			57.9%																		
Average																					
All	40.6%	58.3%	66.6%	73.7%	76.5%	78.5%	81.6%	83.0%	83.7%	83.8%	87.0%	89.7%	90.7%	92.1%	96.6%	97.6%	95.7%	94.8%	98.3%	94.6%	
Last 3	26.1%	48.5%	59.6%	72.9%	75.1%	75.9%	85.5%	91.9%	89.9%	87.3%	86.7%	92.0%	93.0%	94.6%	95.4%	97.0%	98.3%	94.8%	98.3%	94.8%	
Last 5	31.7%	56.5%	68.0%	77.6%	79.5%	81.4%	88.6%	88.7%	92.3%	90.0%	90.0%	94.2%	93.6%	94.4%	97.0%	97.0%	98.3%	94.8%	98.3%	94.8%	
x-high																					
Implicit	43.8%	60.8%	67.3%	69.1%	73.0%	78.6%	84.2%	86.2%	88.8%	90.5%	92.3%	93.9%	94.8%	95.1%	95.3%	95.4%	95.4%	95.4%	95.4%	95.4%	



SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-3

Developed Limited Paid Losses

Claim Period (1)	Months of Development 6/30/12 (2)	Limited Paid Losses 6/30/12 (3)	Percent Losses Paid (4)	Developed Limited Paid Losses (3)/(4) (5)
to 1992/93	240.0	\$4,587,625	95.2%	\$4,817,006
1993/94	228.0	397,029	95.1%	417,297
1994/95	216.0	1,972,233	95.0%	2,074,989
1995/96	204.0	1,256,752	95.0%	1,323,553
1996/97	192.0	955,189	94.9%	1,006,966
1997/98	180.0	4,519,307	94.7%	4,773,811
1998/99	168.0	2,788,970	94.4%	2,954,868
1999/00	156.0	4,177,783	93.9%	4,448,424
2000/01	144.0	5,300,371	93.0%	5,700,172
2001/02	132.0	6,144,918	91.2%	6,740,590
2002/03	120.0	5,628,821	89.2%	6,310,302
2003/04	108.0	3,998,498	87.0%	4,594,661
2004/05	96.0	2,959,332	83.7%	3,536,582
2005/06	84.0	2,877,595	80.1%	3,593,652
2006/07	72.0	3,233,569	72.8%	4,442,026
2007/08	60.0	2,663,867	65.0%	4,095,543
2008/09	48.0	1,658,676	57.5%	2,883,745
2009/10	36.0	2,542,888	48.7%	5,216,805
2010/11	24.0	1,374,759	36.1%	3,807,482
2011/12	12.0	505,920	14.4%	3,502,941

DRAFT

(3) is from Exhibit WC-1.

(4) is from Exhibit WC-2.



SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-4

Developed Limited Reported Incurred Losses

Claim Period (1)	Months of Development 6/30/12 (2)	Limited Reported Incurred Losses 6/30/12 (3)	Percent Losses Reported (4)	Developed Limited Reported Incurred Losses (3)/(4) (5)
to 1992/93	240.0	\$4,850,596	99.8%	\$4,860,297
1993/94	228.0	397,029	99.7%	398,221
1994/95	216.0	2,071,574	99.6%	2,079,871
1995/96	204.0	1,256,752	99.5%	1,263,047
1996/97	192.0	955,189	99.4%	960,934
1997/98	180.0	4,762,913	99.3%	4,796,349
1998/99	168.0	3,009,274	99.2%	3,033,429
1999/00	156.0	4,382,716	99.1%	4,422,314
2000/01	144.0	6,062,239	99.0%	6,123,129
2001/02	132.0	7,367,666	98.8%	7,456,551
2002/03	120.0	5,939,258	98.5%	6,028,943
2003/04	108.0	4,113,786	98.0%	4,196,785
2004/05	96.0	3,290,695	97.1%	3,390,658
2005/06	84.0	3,696,047	95.1%	3,884,491
2006/07	72.0	3,659,269	92.6%	3,949,675
2007/08	60.0	3,502,241	89.1%	3,931,393
2008/09	48.0	2,035,069	83.3%	2,444,350
2009/10	36.0	4,388,789	72.4%	6,062,151
2010/11	24.0	2,194,615	59.3%	3,698,283
2011/12	12.0	1,991,187	33.0%	6,039,853

DRAFT

(3) is from Exhibit WC-1.

(4) is from Exhibit WC-2.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-5

Developed Limited Case Reserves

Claim Period (1)	Months of Development 6/30/12 (2)	Percent Losses Paid (3)	Percent Losses Reported (4)	Percent Losses Reserved 6/30/12 [(4)-(3)]/ [100.0%-(3)] (5)	Limited Paid Losses 6/30/12 (6)	Limited Case Reserves 6/30/12 (7)	Developed Limited Case Reserves (6)+(7)/(5) (8)
to 1992/93	240.0	95.2%	99.8%	95.8%	\$4,587,625	\$262,971	\$4,862,101
1993/94	228.0	95.1%	99.7%	93.8%	397,029	0	397,029
1994/95	216.0	95.0%	99.6%	91.9%	1,972,233	99,341	2,080,278
1995/96	204.0	95.0%	99.5%	90.1%	1,256,752	0	1,256,752
1996/97	192.0	94.9%	99.4%	88.4%	955,189	0	955,189
1997/98	180.0	94.7%	99.3%	86.9%	4,519,307	243,606	4,799,559
1998/99	168.0	94.4%	99.2%	85.8%	2,788,970	220,304	3,045,685
1999/00	156.0	93.9%	99.1%	85.3%	4,177,783	204,933	4,418,082
2000/01	144.0	93.0%	99.0%	85.8%	5,300,371	761,869	6,188,102
2001/02	132.0	91.2%	98.8%	86.5%	6,144,918	1,222,748	7,558,320
2002/03	120.0	89.2%	98.5%	86.2%	5,628,821	310,437	5,988,850
2003/04	108.0	87.0%	98.0%	84.8%	3,998,498	115,288	4,134,518
2004/05	96.0	83.7%	97.1%	81.9%	2,959,332	331,363	3,363,741
2005/06	84.0	80.1%	95.1%	75.7%	2,877,595	818,452	3,959,438
2006/07	72.0	72.8%	92.6%	73.0%	3,233,569	425,700	3,816,933
2007/08	60.0	65.0%	89.1%	68.8%	2,663,867	838,375	3,882,162
2008/09	48.0	57.5%	83.3%	60.6%	1,658,676	376,393	2,279,933
2009/10	36.0	48.7%	72.4%	46.1%	2,542,888	1,845,902	6,543,040
2010/11	24.0	36.1%	59.3%	36.4%	1,374,759	819,856	3,629,287
2011/12	12.0	14.4%	33.0%	21.7%	505,920	1,485,267	7,365,681

DRAFT

(3) and (4) are from Exhibit WC-2.

(6) and (7) are from Exhibit WC-1.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-6

Preliminary Projected Ultimate Limited Losses to 2011/12

Claim Period (1)	Developed Limited Paid Losses (2)	Developed Limited Reported Incurred Losses (3)	Developed Limited Case Reserves (4)	Preliminary Projected Ultimate Limited Losses (5)
to 1992/93	\$4,817,006	\$4,860,297	\$4,862,101	\$4,876,893
1993/94	417,297	398,221	397,029	397,029
1994/95	2,074,989	2,079,871	2,080,278	2,081,508
1995/96	1,323,553	1,263,047	1,256,752	1,256,752
1996/97	1,006,966	960,934	955,189	955,189
1997/98	4,773,811	4,796,349	4,799,559	4,799,559
1998/99	2,954,868	3,033,429	3,045,685	3,045,685
1999/00	4,448,424	4,422,314	4,418,082	4,418,082
2000/01	5,700,172	6,123,129	6,188,102	6,188,102
2001/02	6,740,590	7,456,551	7,558,320	7,558,320
2002/03	6,310,302	6,028,943	5,988,850	5,988,850
2003/04	4,594,661	4,196,785	4,134,518	4,134,518
2004/05	3,536,582	3,390,658	3,363,741	3,366,433
2005/06	3,593,652	3,884,491	3,959,438	3,944,449
2006/07	4,442,026	3,949,675	3,816,933	3,856,756
2007/08	4,098,543	3,931,393	3,882,162	3,901,854
2008/09	2,883,745	2,444,350	2,279,933	2,406,081
2009/10	5,216,805	6,062,151	6,543,040	6,085,437
2010/11	3,807,482	3,698,283	3,629,287	3,692,525
2011/12	3,502,941	6,039,853	7,365,681	6,062,802

DRAFT

(2) is from Exhibit WC-3.

(3) is from Exhibit WC-4.

(4) is from Exhibit WC-5.

(5) is based on (2) to (4) and actuarial judgment.

Bornhuetter - Ferguson Analysis

I. A-priori Loss Rate

Claim Period (1)	Preliminary Projected Ultimate Limited Losses (2)	Payroll (000) (3)	Limited Loss Rate per \$100 of Payroll (2)/(3)/10 (4)	Loss Rate Trend (2012/13 = 1.000) (5)	Trended Limited Loss Rate per \$100 of Payroll (4)X(5) (6)	Projected A-priori Loss Rate per \$100 of Payroll (7)/(5) (8)
2002/03	\$5,988,850	\$307,072	\$1.95	0.536	\$1.04	\$2.88
2003/04	4,134,518	294,759	1.40	0.617	0.87	2.50
2004/05	3,366,433	284,445	1.18	0.950	1.12	1.62
2005/06	3,944,449	289,808	1.36	1.111	1.51	1.39
2006/07	3,856,756	331,250	1.16	1.116	1.30	1.38
2007/08	3,901,854	342,744	1.14	1.102	1.25	1.40
2008/09	2,406,081	322,456	0.75	1.074	0.80	1.44
2009/10	6,085,437	328,981	1.85	1.058	1.96	1.46
2010/11	3,692,525	315,947	1.17	1.040	1.22	1.48
2011/12	6,062,802	310,723	1.95	1.020	1.99	1.51

(7) Projected 2012/13 a-priori loss rate per \$100 of Payroll

\$1.54

II. Bornhuetter - Ferguson Analysis Based on Limited Paid Losses

Claim Period (1)	Limited Paid Losses 6/30/12 (2)	Percent Losses Paid (3)	Projected A-priori Loss Rate per \$100 of Payroll (4)	Payroll (000) (5)	B-F Unpaid Losses [100.0%-(3)] X(4)X(5)X10 (6)	B-F Ultimate Limited Paid Losses (2)+(6) (7)
2007/08	\$2,663,867	65.0%	\$1.40	\$342,744	\$1,679,990	\$4,343,856
2008/09	1,658,676	57.5%	1.44	322,456	1,969,219	3,627,895
2009/10	2,542,888	48.7%	1.46	328,981	2,459,731	5,002,618
2010/11	1,374,759	36.1%	1.48	315,947	2,994,982	4,369,741
2011/12	505,920	14.4%	1.51	310,723	4,023,056	4,528,976

III. Bornhuetter - Ferguson Analysis Based on Limited Reported Incurred Losses

Claim Period (1)	Limited Reported Incurred Losses 6/30/12 (2)	Percent Losses Reported (3)	Projected A-priori Loss Rate per \$100 of Payroll (4)	Payroll (000) (5)	B-F Unreported Losses [100.0%-(3)] X(4)X(5)X10 (6)	B-F Ultimate Limited Reported Losses (2)+(6) (7)
2007/08	\$3,502,241	89.1%	\$1.40	\$342,744	\$523,898	\$4,026,139
2008/09	2,035,069	83.3%	1.44	322,456	776,154	2,811,223
2009/10	4,388,789	72.4%	1.46	328,981	1,324,669	5,713,458
2010/11	2,194,615	59.3%	1.48	315,947	1,905,862	4,100,476
2011/12	1,991,187	33.0%	1.51	310,723	3,151,989	5,143,176

Section I, (2) is from Exhibit WC-6.

Section I, (3), Section II, (5) and Section III, (5) are from Exhibit WC-10.

Section I, (5) is from Exhibit WC-14 and adjusted for change in retention.

Section I, (7) is based on Section I, (6) and actuarial judgment.

Sections II and III, (2) are from Exhibit WC-1.

Sections II and III, (3) are from Exhibit WC-2.

Sections II and III, (4) are from Section I, (8).

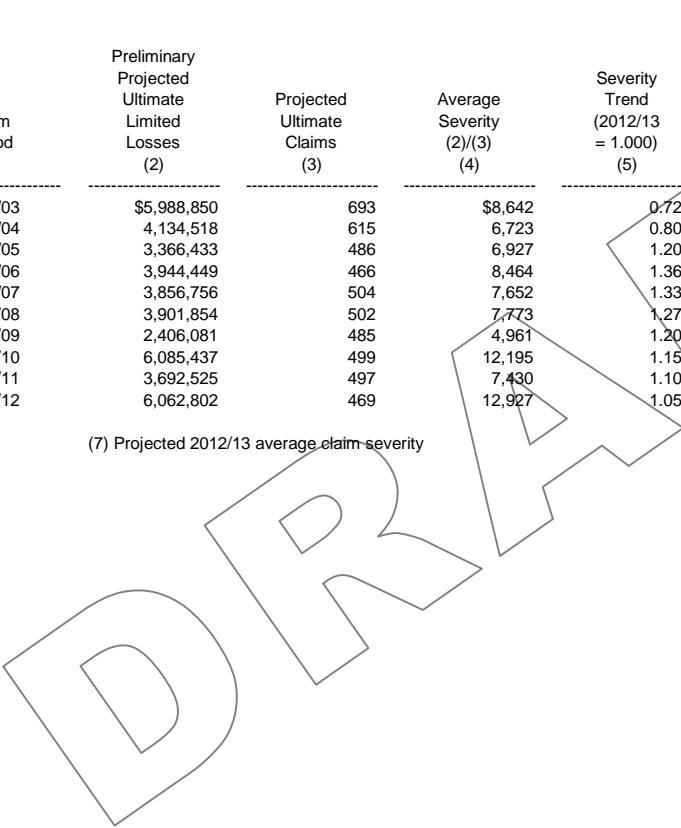
Frequency Times Severity Analysis

I. Projected Ultimate Claims

Claim Period (1)	Months of Development 6/30/12 (2)	Reported Claims 6/30/12 (3)	Percent Claims Reported (4)	Projected Ultimate Claims (3)/(4) (5)	Payroll (000) (6)	Frequency (per \$1M of Payroll) (5)/(6)X1,000 (7)
2002/03	120.0	693	100.0%	693	\$307,072	2.26
2003/04	108.0	615	100.0%	615	294,759	2.09
2004/05	96.0	486	100.0%	486	284,445	1.71
2005/06	84.0	466	100.0%	466	289,808	1.61
2006/07	72.0	504	100.0%	504	331,250	1.52
2007/08	60.0	502	100.0%	502	342,744	1.46
2008/09	48.0	485	100.0%	485	322,456	1.50
2009/10	36.0	498	99.8%	499	328,981	1.52
2010/11	24.0	494	99.4%	497	315,947	1.57
2011/12	12.0	453	96.5%	469	310,723	1.51

II. Frequency Times Severity

Claim Period (1)	Preliminary Projected Ultimate Limited Losses (2)	Projected Ultimate Claims (3)	Average Severity (2)/(3) (4)	Severity Trend (2012/13 = 1.000) (5)	Trended Average Claim Severity (4)X(5) (6)	De-Trended Projected 2012/13 Average Claim Severity (7)/(5) (8)	Frequency Times Severity (3)X(8) (9)
2002/03	\$5,988,850	693	\$8,642	0.720	\$6,219	\$15,566	\$10,787,234
2003/04	4,134,518	615	6,723	0.806	5,416	13,906	8,552,122
2004/05	3,366,433	486	6,927	1.204	8,340	9,305	4,522,071
2005/06	3,944,449	466	8,464	1.367	11,568	8,197	3,819,961
2006/07	3,856,756	504	7,652	1.333	10,198	8,407	4,236,895
2007/08	3,901,854	502	7,773	1.278	9,933	8,766	4,400,721
2008/09	2,406,081	485	4,961	1.209	5,995	9,270	4,495,795
2009/10	6,085,437	499	12,195	1.156	14,101	9,688	4,834,547
2010/11	3,692,525	497	7,430	1.104	8,201	10,150	5,044,304
2011/12	6,062,802	469	12,927	1.051	13,581	10,663	5,000,980
(7) Projected 2012/13 average claim severity					\$11,203		



Section I, (3) is from Exhibit WC-1.

Section I, (4) is from Exhibit WC-2.

Section I, (6) is from Exhibit WC-10.

Section II, (2) is from Exhibit WC-6.

Section II, (3) is from Section I, (5).

Section II, (5) is from Exhibit WC-14 and adjusted for change in retention.

Section II, (7) is based on (6) and actuarial judgment.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-9

Projected Ultimate Limited Losses to 2011/12

Claim Period (1)	Developed Limited Paid Losses (2)	Developed Limited Reported Incurred Losses (3)	Developed Limited Case Reserves (4)	B-F Ultimate Limited Paid Losses (5)	B-F Ultimate Limited Reported Losses (6)	Frequency Times Severity (7)	Projected Ultimate Limited Losses (8)
to 1992/93	\$4,817,006	\$4,860,297	\$4,862,101				\$4,877,000
1993/94	417,297	398,221	397,029				397,029
1994/95	2,074,989	2,079,871	2,080,278				2,082,000
1995/96	1,323,553	1,263,047	1,256,752				1,256,752
1996/97	1,006,966	960,934	955,189				955,189
1997/98	4,773,811	4,796,349	4,799,559				4,800,000
1998/99	2,954,868	3,033,429	3,045,685				3,046,000
1999/00	4,448,424	4,422,314	4,418,082				4,418,000
2000/01	5,700,172	6,123,129	6,188,102				6,188,000
2001/02	6,740,590	7,456,551	7,558,320				7,558,000
2002/03	6,310,302	6,028,943	5,988,850				5,989,000
2003/04	4,594,661	4,196,785	4,134,518				4,135,000
2004/05	3,536,582	3,390,658	3,363,741				3,366,000
2005/06	3,593,652	3,884,491	3,959,438				3,944,000
2006/07	4,442,026	3,949,675	3,816,933				3,857,000
2007/08	4,098,543	3,931,393	3,882,162	4,343,856	4,026,139	4,400,721	3,902,000
2008/09	2,883,745	2,444,350	2,279,933	3,627,895	2,811,223	4,495,795	2,406,000
2009/10	5,216,805	6,062,151	6,543,040	5,002,618	5,713,458	4,834,547	5,545,000
2010/11	3,807,482	3,698,283	3,629,287	4,369,741	4,100,476	5,044,304	4,063,000
2011/12	3,502,941	6,039,853	7,365,681	4,528,976	5,143,176	5,000,980	4,976,000

DRAFT

(2) is from Exhibit WC-3.

(3) is from Exhibit WC-4.

(4) is from Exhibit WC-5.

(5) and (6) are from Exhibit WC-7.

(7) is from Exhibit WC-8.

(8) is based on (2) to (7) and actuarial judgment.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-10

Projected Ultimate Limited Losses for 2012/13 and Subsequent

Claim Period (1)	Projected Ultimate Limited Losses (2)	Payroll (000) (3)	Limited Loss Rate per \$100 of Payroll (2)/(3)/10 (4)	Loss Rate Trend (2012/13 = 1.000) (5)	Trended Limited Loss Rate per \$100 of Payroll (4)X(5) (6)
2002/03	\$5,989,000	\$307,072	\$1.95	0.536	\$1.04
2003/04	4,135,000	294,759	1.40	0.617	0.87
2004/05	3,366,000	284,445	1.18	0.950	1.12
2005/06	3,944,000	289,808	1.36	1.111	1.51
2006/07	3,857,000	331,250	1.16	1.116	1.30
2007/08	3,902,000	342,744	1.14	1.102	1.25
2008/09	2,406,000	322,456	0.75	1.074	0.80
2009/10	5,545,000	328,981	1.69	1.058	1.78
2010/11	4,063,000	315,947	1.29	1.040	1.34
2011/12	4,976,000	310,723	1.60	1.020	1.63
Total	\$42,183,000	\$3,128,186	\$1.35		\$1.27

Claim Period (1)	Projected Limited Loss Rate per \$100 of Payroll (7)	Projected Payroll (000) (8)	Projected Ultimate Limited Losses (7)X(8)X10 (9)	Present Value Factor (10)	Present Value of Projected Limited Loss Rate per \$100 of Payroll (7)X(10) (11)	Present Value of Projected Ultimate Limited Losses (8)X(11)X10 (12)
2012/13	\$1.46	\$310,723	\$4,542,000	0.98	\$1.43	\$4,436,000
2013/14	1.49	310,723	4,633,000	0.98	1.46	4,525,000

(2) is from Exhibit WC-9.

(3) was provided by the District.

(5) is from Exhibit WC-14 and adjusted for change in retention.

(7) for 2012/13 is based on (6) and actuarial judgment.

(7) for 2013/14 and subsequent are based on 2012/13 plus the trend in Exhibit WC-14.

(8) is based on (3) for 2011/12 and a 0% trend.

(10) is based on a 0.5% interest rate and the payout pattern in Exhibit WC-2.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Estimated Outstanding Losses as of June 30, 2012

Claim Period (1)	Limited Paid Losses 6/30/12 (2)	Limited Case Reserves 6/30/12 (3)	Limited Reported Incurred Losses 6/30/12 (4)	Projected Ultimate Limited Losses (5)	Estimated IBNR 6/30/12 (5)-(4) (6)	Estimated Outstanding Losses 6/30/12 (3)+(6) (7)	Present Value Factor (8)	Present Value of Estimated Outstanding Losses 6/30/12 (7)X(8) (9)
to 1992/93	\$4,587,625	\$262,971	\$4,850,596	\$4,877,000	\$26,404	\$289,375	0.99	\$285,745
1993/94	397,029	0	397,029	397,029	0	0	0.98	0
1994/95	1,972,233	99,341	2,071,574	2,082,000	10,426	109,767	0.98	107,390
1995/96	1,256,752	0	1,256,752	1,256,752	0	0	0.97	0
1996/97	955,189	0	955,189	955,189	0	0	0.97	0
1997/98	4,519,307	243,606	4,762,913	4,800,000	37,087	280,693	0.97	271,149
1998/99	2,788,970	220,304	3,009,274	3,046,000	36,726	257,030	0.96	247,538
1999/00	4,177,783	204,933	4,382,716	4,418,000	35,284	240,217	0.96	230,939
2000/01	5,300,371	761,869	6,062,239	6,188,000	125,761	887,630	0.96	854,009
2001/02	6,144,918	1,222,748	7,367,666	7,558,000	190,334	1,413,082	0.97	1,364,688
2002/03	5,628,821	310,437	5,939,258	5,989,000	49,742	360,179	0.97	348,536
2003/04	3,998,498	115,288	4,113,786	4,135,000	21,214	136,502	0.97	132,234
2004/05	2,959,332	331,363	3,290,695	3,366,000	75,305	406,668	0.97	394,817
2005/06	2,877,595	818,452	3,696,047	3,944,000	247,953	1,066,405	0.97	1,036,290
2006/07	3,233,569	425,700	3,659,269	3,857,000	197,731	623,431	0.98	607,939
2007/08	2,663,867	838,375	3,502,241	3,902,000	399,759	1,238,134	0.98	1,208,895
2008/09	1,658,676	376,393	2,035,069	2,406,000	370,931	747,324	0.98	729,474
2009/10	2,542,888	1,845,902	4,388,789	5,545,000	1,156,211	3,002,113	0.98	2,929,354
2010/11	1,374,759	819,856	2,194,615	4,063,000	1,868,385	2,688,241	0.98	2,624,212
2011/12	505,920	1,485,267	1,991,187	4,976,000	2,984,813	4,470,080	0.98	4,371,585
Total	\$59,544,101	\$10,382,804	\$69,926,905	\$77,760,970	\$7,834,066	\$18,216,871		\$17,744,794

DRAFT

(2), (3) and (4) are net of specific self insured retention and aggregate retention.

(5) is from Exhibit WC-9.

(8) is based on a 0.5% interest rate and the payout pattern in Exhibit WC-2.



SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-12

Projected Losses Paid July 1, 2012 to June 30, 2013

Claim Period (1)	Months of Development 6/30/12 (2)	Percent Losses Paid (3)	Months of Development 6/30/13 (4)	Percent Losses Paid (5)	Percent Outstanding Losses Paid 7/1/12 to 6/30/13 [(5)-(3)]/ [100.0%-(3)] (6)	Estimated Outstanding Losses 6/30/12 (7)	Projected Losses Paid (6)X(7) (8)	Estimated Outstanding Losses 6/30/13 (7)-(8) (9)	Present Value Factor (10)	Present Value of Estimated Outstanding Losses 6/30/13 (9)X(10) (11)
to 1992/93	240.0	95.2%	252.0	96.7%	30.0%	\$289,375	\$86,813	\$202,562	0.99	\$200,107
1993/94	228.0	95.1%	240.0	95.2%	2.0%	0	0	0	0.99	0
1994/95	216.0	95.0%	228.0	95.1%	1.9%	109,767	2,107	107,660	0.98	105,813
1995/96	204.0	95.0%	216.0	95.0%	1.9%	0	0	0	0.98	0
1996/97	192.0	94.9%	204.0	95.0%	1.8%	0	0	0	0.97	0
1997/98	180.0	94.7%	192.0	94.9%	3.6%	280,693	9,969	270,724	0.97	262,503
1998/99	168.0	94.4%	180.0	94.7%	5.0%	257,030	12,963	244,067	0.97	235,769
1999/00	156.0	93.9%	168.0	94.4%	7.7%	240,217	18,541	221,676	0.96	213,489
2000/01	144.0	93.0%	156.0	93.9%	13.3%	887,630	117,678	769,952	0.96	740,212
2001/02	132.0	91.2%	144.0	93.0%	20.6%	1,413,082	291,545	1,121,537	0.96	1,079,056
2002/03	120.0	89.2%	132.0	91.2%	18.2%	360,179	65,449	294,730	0.97	284,636
2003/04	108.0	87.0%	120.0	89.2%	16.8%	136,502	22,888	113,614	0.97	109,941
2004/05	96.0	83.7%	108.0	87.0%	20.5%	406,668	83,393	323,275	0.97	313,167
2005/06	84.0	80.1%	96.0	83.7%	18.1%	1,066,405	192,849	873,556	0.97	848,100
2006/07	72.0	72.8%	84.0	80.1%	26.8%	623,431	166,817	456,614	0.97	443,719
2007/08	60.0	65.0%	72.0	72.8%	22.3%	1,238,134	275,872	962,262	0.98	938,350
2008/09	48.0	57.5%	60.0	65.0%	17.6%	747,324	131,539	615,785	0.98	601,243
2009/10	36.0	48.7%	48.0	57.5%	17.1%	3,002,113	513,900	2,488,213	0.98	2,428,782
2010/11	24.0	36.1%	36.0	48.7%	19.8%	2,688,241	531,704	2,156,537	0.98	2,104,271
2011/12	12.0	14.4%	24.0	36.1%	25.3%	4,470,080	1,131,875	3,338,205	0.98	3,258,695
2012/13	0.0	0.0%	12.0	14.4%	14.4%	4,542,000	655,988	3,886,012	0.98	3,800,386
<b>Total</b>						<b>\$22,758,871</b>	<b>\$4,311,890</b>	<b>\$18,446,981</b>		<b>\$17,968,239</b>

DRAFT

(3) and (5) are from Exhibit WC-2.

(7) to 2011/12 is from Exhibit WC-11. The amount for 2012/13 is from Exhibit WC-10.

(10) is based on a 0.5% interest rate and the payout pattern in Exhibit WC-2.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Projected Losses Paid July 1, 2013 to June 30, 2014

Claim Period (1)	Months of Development 6/30/13 (2)	Percent Losses Paid (3)	Months of Development 6/30/14 (4)	Percent Losses Paid (5)	Percent Outstanding Losses Paid 7/1/13 to 6/30/14 [(5)-(3)]/ [100.0%-(3)] (6)	Estimated Outstanding Losses 6/30/13 (7)	Projected Losses Paid (6)X(7) (8)	Estimated Outstanding Losses 6/30/14 (7)-(8) (9)	Present Value Factor (10)	Present Value of Estimated Outstanding Losses 6/30/14 (9)X(10) (11)
to 1992/93	252.0	96.7%	264.0	97.7%	30.0%	\$202,562	\$60,769	\$141,793	0.99	\$140,151
1993/94	240.0	95.2%	252.0	96.7%	30.0%	0	0	0	0.99	0
1994/95	228.0	95.1%	240.0	95.2%	2.0%	107,660	2,109	105,551	0.99	104,227
1995/96	216.0	95.0%	228.0	95.1%	1.9%	0	0	0	0.98	0
1996/97	204.0	95.0%	216.0	95.0%	1.9%	0	0	0	0.98	0
1997/98	192.0	94.9%	204.0	95.0%	1.8%	270,724	4,994	265,730	0.97	258,805
1998/99	180.0	94.7%	192.0	94.9%	3.6%	244,067	8,668	235,399	0.97	228,250
1999/00	168.0	94.4%	180.0	94.7%	5.0%	221,676	11,180	210,496	0.97	203,339
2000/01	156.0	93.9%	168.0	94.4%	7.7%	769,952	59,427	710,525	0.96	684,285
2001/02	144.0	93.0%	156.0	93.9%	13.3%	1,121,537	148,688	972,849	0.96	935,273
2002/03	132.0	91.2%	144.0	93.0%	20.6%	294,730	60,808	233,922	0.96	225,062
2003/04	120.0	89.2%	132.0	91.2%	18.2%	113,614	20,645	92,969	0.97	89,785
2004/05	108.0	87.0%	120.0	89.2%	16.8%	323,275	54,206	269,069	0.97	260,371
2005/06	96.0	83.7%	108.0	87.0%	20.5%	873,556	179,135	694,421	0.97	672,708
2006/07	84.0	80.1%	96.0	83.7%	18.1%	456,614	82,574	374,040	0.97	363,140
2007/08	72.0	72.8%	84.0	80.1%	26.8%	962,262	257,480	704,782	0.97	684,879
2008/09	60.0	65.0%	72.0	72.8%	22.3%	615,785	137,205	478,580	0.98	466,687
2009/10	48.0	57.5%	60.0	65.0%	17.6%	2,488,213	437,957	2,050,256	0.98	2,001,839
2010/11	36.0	48.7%	48.0	57.5%	17.1%	2,156,537	369,155	1,787,382	0.98	1,744,690
2011/12	24.0	36.1%	36.0	48.7%	19.8%	3,338,205	660,260	2,677,945	0.98	2,613,042
2012/13	12.0	14.4%	24.0	36.1%	25.3%	3,886,012	983,982	2,902,030	0.98	2,832,909
2013/14	0.0	0.0%	12.0	14.4%	14.4%	4,633,000	669,131	3,963,869	0.98	3,876,528
Total						\$23,079,981	\$4,208,373	\$18,871,608		\$18,385,970

DRAFT

(3) and (5) are from Exhibit WC-2.

(7) to 2012/13 is from Exhibit WC-12, (9). The amount for 2013/14 is from Exhibit WC-10.

(10) is based on a 0.5% interest rate and the payout pattern in Exhibit WC-2.

Loss Rate and Severity Trend

I. Benefit Level Changes

Effective Date (1)	Benefit Level Change (2)	Cumulative Benefit Level Change (3)
01/01/03	1.048	1.048
01/01/04	0.755	0.791
04/19/04	0.821	0.650
01/01/05	0.746	0.485
01/01/06	0.964	0.467
01/01/07	1.001	0.468
02/15/07	1.010	0.472
03/01/07	0.971	0.459
01/01/08	1.011	0.464
01/01/09	1.002	0.465
01/01/10	1.001	0.465

II. Loss Rate and Severity Trend

Claim Period (1)	Benefit Trend (2012/13 = 1.000) (2)	Residual Trend (2012/13 = 1.000) (3)	Retention Index (2012/13 = 1.000) (4)	Loss Rate Trend (2012/13 = 1.000) (2)X(3)X(4) (5)	Wage Trend (2012/13 = 1.000) (6)	Severity Trend (2012/13 = 1.000) (5)X(6) (7)
2002/03	0.444	1.219	0.990	0.536	1.344	0.720
2003/04	0.522	1.195	0.990	0.617	1.305	0.806
2004/05	0.819	1.172	0.990	0.950	1.267	1.204
2005/06	0.977	1.149	0.990	1.111	1.230	1.367
2006/07	1.001	1.126	0.990	1.116	1.194	1.333
2007/08	1.009	1.104	0.990	1.102	1.159	1.278
2008/09	1.002	1.082	0.990	1.074	1.126	1.209
2009/10	1.001	1.061	0.997	1.058	1.093	1.156
2010/11	1.000	1.040	1.000	1.040	1.061	1.104
2011/12	1.000	1.020	1.000	1.020	1.030	1.051
2012/13	1.000	1.000	1.000	1.000	1.000	1.000
2013/14	1.000	0.980	1.000	0.980	0.971	0.952

Section I, (2) and (3) reflect NCCI data.

Section II, (2) is based on Section I, (2).

Section II, (3) is based on 2% trend per actuarial judgment.

Section II, (4) is based on industry statistics and actuarial judgment.

Section II, (6) is based on 3% trend.

SANTA ANA UNIFIED SCHOOL DISTRICT  
WORKERS' COMPENSATION

Exhibit WC-15

List of Large Claims  
Reported Incurred Losses Greater Than \$250,000

Claim Number (1)	Date of Loss (2)	Claim Period (3)	Specific Self-Insured Retention (4)	Unlimited Paid Losses 6/30/12 (5)	Unlimited Case Reserves 6/30/12 (6)	Unlimited Reported Incurred Losses 6/30/12 (7)
SUSD-000010	12/19/1986	to 1992/93	Unlimited	\$267,372	\$26,404	\$293,776
SUSD-000015	12/14/1988	to 1992/93	Unlimited	327,763	0	327,763
SUSD-000017	5/31/1989	to 1992/93	Unlimited	302,132	0	302,132
SUSD-000019	12/1/1989	to 1992/93	Unlimited	208,335	117,299	325,634
SUSD-000024	9/25/1990	to 1992/93	Unlimited	284,391	0	284,391
SUSD-000026	3/1/1991	to 1992/93	Unlimited	509,097	0	509,097
SUSD-000035	7/27/1992	to 1992/93	Unlimited	404,893	62,803	467,696
SUSD-000036	8/4/1992	to 1992/93	Unlimited	263,545	0	263,545
SUSD-000060	2/27/1995	1994/95	Unlimited	711,912	99,341	811,253
SUSD-000070	1/30/1996	1995/96	Unlimited	268,793	0	268,793
SUSD-000076	6/30/1996	1995/96	Unlimited	356,606	0	356,606
SUSD-000112	8/21/1997	1997/98	Unlimited	497,814	0	497,814
SUSD-000140	11/24/1997	1997/98	Unlimited	380,882	27,003	407,886
SUSD-000147	1/5/1998	1997/98	Unlimited	243,475	74,716	318,192
SUSD-000183	4/23/1998	1997/98	Unlimited	247,836	30,034	277,870
SUSD-000185	5/1/1998	1997/98	Unlimited	300,385	52,962	353,348
SUSD-000207	6/22/1998	1997/98	Unlimited	408,465	0	408,465
SUSD-000314	5/1/1999	1998/99	Unlimited	245,543	161,993	407,537
SUSD-000321	5/13/1999	1998/99	Unlimited	363,858	24,173	388,032
SUSD-000353	9/7/1999	1999/00	Unlimited	691,767	0	691,767
SUSD-000544	5/5/2000	1999/00	Unlimited	264,798	25,726	290,524
SUSD-000578	6/2/2000	1999/00	Unlimited	468,086	93,007	561,093
SUSD-000665	8/15/2000	2000/01	Unlimited	9,234	340,766	350,000
SUSD-000706	9/13/2000	2000/01	Unlimited	217,717	93,087	310,804
SUSD-000770	10/25/2000	2000/01	Unlimited	257,420	0	257,420
SUSD-001118	4/20/2001	2000/01	Unlimited	253,840	116,861	370,701
SUSD-001154	5/4/2001	2000/01	Unlimited	275,603	39,002	314,605
SUSD-001877	4/11/2002	2001/02	Unlimited	251,214	122,630	373,844
SUSD-001885	4/15/2002	2001/02	Unlimited	954,477	836,524	1,791,001
SUSD-001906	4/24/2002	2001/02	Unlimited	292,116	15,950	308,066
SUSD-001981	5/22/2002	2001/02	Unlimited	276,858	0	276,858
SUSD-002245	10/5/2002	2002/03	Unlimited	302,218	0	302,218
SUSD-002393	12/11/2002	2002/03	Unlimited	256,710	13,723	270,432
SUSD-002418	1/7/2003	2002/03	Unlimited	279,612	68,924	348,536
SUSD-002605	4/2/2003	2002/03	Unlimited	305,115	55,046	360,162
SUSD-003407	7/26/2004	2004/05	Unlimited	163,879	106,121	270,000
SUSD-003442	8/26/2004	2004/05	Unlimited	264,437	0	264,437
SUSD-003848	6/15/2005	2004/05	Unlimited	253,428	104,330	357,758
SUSD-003874	7/25/2005	2005/06	Unlimited	271,414	87,696	359,110
SUSD-003915	8/24/2005	2005/06	Unlimited	284,626	446,058	730,684
SUSD-004473	10/18/2006	2006/07	Unlimited	1,303,074	2,108	1,305,182
SUSD-004583	1/16/2007	2006/07	Unlimited	208,408	50,292	258,700
SUSD-005126	3/3/2008	2007/08	Unlimited	94,118	179,274	273,392
SUSD-005265	5/19/2008	2007/08	Unlimited	285,657	87,213	372,870
SUSD-006186	9/1/2009	2009/10	Unlimited	31,824	270,524	302,348
SUSD-005882	9/3/2009	2009/10	Unlimited	288,860	319,646	608,506
SUSD-006277	6/2/2010	2009/10	1,000,000	228,220	87,159	315,379

The claim(s) indicated by a "\*" have been limited in development.

(1) through (7) were provided by the District.

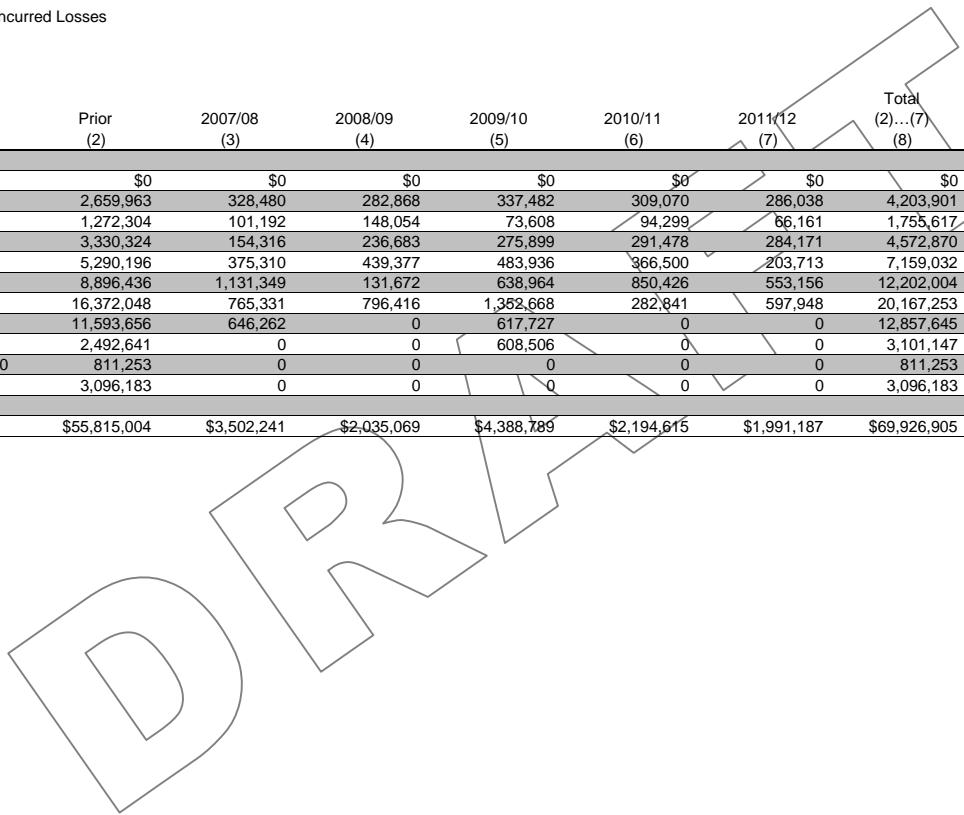
Size of Loss Distribution

I. Reported Claim Count

Layer (1)	Prior (2)	2007/08 (3)	2008/09 (4)	2009/10 (5)	2010/11 (6)	2011/12 (7)	Total (2)...(7) (8)	Non-Zero Claim Cumulative Total (9)	Non-Zero Claim Cumulative % of Total (10)
0	998	129	87	4	2	20	1,240		
0.01 - 5,000	3,036	314	345	433	435	391	4,954	4,954	82.1%
5,000 - 10,000	188	16	21	11	15	9	260	5,214	86.4%
10,000 - 25,000	199	10	13	16	18	16	272	5,486	90.9%
25,000 - 50,000	147	11	12	13	10	5	198	5,684	94.2%
50,000 - 100,000	124	15	2	9	12	8	170	5,854	97.0%
100,000 - 250,000	108	5	5	9	2	4	133	5,987	99.2%
250,000 - 500,000	35	2	0	2	0	0	39	6,026	99.9%
500,000 - 750,000	4	0	0	1	0	0	5	6,031	100.0%
750,000 - 1,000,000	1	0	0	0	0	0	1	6,032	100.0%
Over 1,000,000	2	0	0	0	0	0	2	6,034	100.0%
<b>Total</b>	<b>4,842</b>	<b>502</b>	<b>485</b>	<b>498</b>	<b>494</b>	<b>453</b>	<b>7,274</b>	<b>6,034</b>	

II. Total Reported Incurred Losses

Layer (1)	Prior (2)	2007/08 (3)	2008/09 (4)	2009/10 (5)	2010/11 (6)	2011/12 (7)	Total (2)...(7) (8)	Non-Zero Claim Cumulative Total (9)	Non-Zero Claim Cumulative % of Total (10)
0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
0.01 - 5,000	2,659,963	328,480	282,868	337,482	309,070	286,038	4,203,901	4,203,901	6.0%
5,000 - 10,000	1,272,304	101,192	148,054	73,608	94,299	66,161	1,755,617	5,959,518	8.5%
10,000 - 25,000	3,330,324	154,316	236,683	275,899	291,478	284,171	4,572,870	10,532,388	15.1%
25,000 - 50,000	5,290,196	375,310	439,377	483,936	366,500	203,713	7,159,032	17,691,420	25.3%
50,000 - 100,000	8,896,436	1,131,349	131,672	638,964	850,426	553,156	12,202,004	29,893,424	42.7%
100,000 - 250,000	16,372,048	765,331	796,416	1,382,668	282,841	597,948	20,167,253	50,060,677	71.6%
250,000 - 500,000	11,593,656	646,262	0	617,727	0	0	12,857,645	62,918,322	90.0%
500,000 - 750,000	2,492,641	0	0	608,506	0	0	3,101,147	66,019,469	94.4%
750,000 - 1,000,000	811,253	0	0	0	0	0	811,253	66,830,722	95.6%
Over 1,000,000	3,096,183	0	0	0	0	0	3,096,183	69,926,905	100.0%
<b>Total</b>	<b>\$55,815,004</b>	<b>\$3,502,241</b>	<b>\$2,035,069</b>	<b>\$4,388,789</b>	<b>\$2,194,615</b>	<b>\$1,991,187</b>	<b>\$69,926,905</b>	<b>\$69,926,905</b>	



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Adoption of Resolution No. 12/13-2939 – To Support Schools and Local Public Safety Protection Act (Proposition 30)

**ITEM:** Action

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board adoption of Resolution No. 12/13-2939 in support of Proposition 30 and the Stand Up For Education campaign to urge the legislature to work with education leaders to identify long-term adequate funding solutions for public schools.

**RATIONALE:**

The Santa Ana Unified School District Board of Education is entrusted to making policy and financial decisions and actions to enable quality educational programs and services in schools. Since the onset of the State's fiscal crisis in 2008, public schools statewide have experienced unprecedented funding reductions and apportionment deferrals totaling more than \$20 billion; making California public schools rank 47th out of the 50 States in per-pupil spending. The 2012-13 State budget is predicated on voter approval in November 2012 of the Schools and Local Public Safety Protection Act (Proposition 30), without which schools will receive additional mid-year funding reductions that will result in additional cuts in services and programs to students. Proposition 30 will direct billions of dollars to public schools, providing an important short-term funding solution that may allow for the restoration of some student programs and services.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Adopt Resolution No. 12/13-2939 to Support Schools and Local Public Safety Protection Act (Proposition 30).

MB:mm



1           **BE IT FURTHER RESOLVED**, that this body, the Santa Ana Unified School District,  
2 supports the passage of Proposition 30 that provides needed revenue to public  
3 schools.

4  
5           Adopted by the Governing Board of the Santa Ana Unified School District on by  
6 the following vote of the Board:

7           **PASSED AND ADOPTED**, by the Governing Board on September 25, 2012, by the  
8 following vote:

9  
10 AYES:

11 NOES:

12 ABSENT:

13  
14           I, Thelma Meléndez de Santa Ana, Secretary of the Governing Board, do hereby  
15 certify that the foregoing is a full, true, and correct copy of a resolution passed  
16 and adopted by the Board at a regularly called and conducted meeting held on said  
17 date.

18  
19           WITNESSED my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

20  
21  
22  
23  
24           \_\_\_\_\_  
25 Thelma Meléndez de Santa Ana, Ph.D.,  
26 Secretary of the Governing Board  
27 Santa Ana Unified School District  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41



**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Board Policy 6163.2 – Animals at School (Revised: For Adoption)

**ITEM:** Action

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Camille Boden, Executive Director, Risk Management

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval to adopt the revised Board Policy (BP) 6163.2 – Animals at School.

**RATIONALE:**

At its September 11, 2012 meeting, BP 6163.2 was presented to the Board for first reading. This BP is being revised to reflect recent changes in the Education Code and to include changes in District practices and policies for seeing-eye dogs, services dogs, and animals on school campus:

1. Service animals must meet licensing and certification requirements per California Food and Agriculture Code Section 30850.
2. District personnel must provide the animal's Assistance Dog Identification tag and sign an affidavit affirming the specialty training of the animal(s).
3. Owner or handler of service animal will be liable for any property damage.
4. No feral or stray animal or animal colonies are to be fed or maintained on District property.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Adopt Board Policy 6163.2 – Animals at School.

MB:mm



# Board Meeting

9/25/12

<b>Administration Regulation:</b>	<b>Title:</b>	<b>Summary of Changes:</b>
Board Policy – 6163.2	Animals at School	<p>The revisions to BP - 6163.2 include:</p> <p>Changes in District practices and policies for seeing-eye dogs, services dogs, and animals on school campus:</p> <ol style="list-style-type: none"><li>1. Service animals must meet licensing and certification requirements per California Food and Agriculture Code Section 30850.</li><li>2. District personnel must provide the animal's Assistance Dog Identification tag and sign an affidavit affirming the specialty training of the animals.</li><li>3. Owner or handler of service animal will be liable for any property damage.</li><li>4. No feral or stray animal or animal colonies are to be fed or maintained on District property.</li></ol>

**Instruction****Animals at School and District Facilities**

The Governing Board recognizes that animals can be an effective teaching aid. In addition, instruction related to the care and treatment of animals teaches students a sense of responsibility and promotes the humane treatment of living creatures.

Animals may be brought onto District facilities for educational purposes, subject to rules and precautions specified in administrative regulations related to health, safety and sanitation. Teachers shall ensure that these rules and precautions are observed so as to protect both the students and animals.

Seeing-eye dogs and service dogs may accompany students, and the public as needed (cf.0410- Nondiscrimination in District Programs and Activities). Seeing-eye dogs and service dogs may accompany District personnel only as part of a formal reasonable accommodation approved through the District's Interactive Process. Service animals must meet licensing and certification requirements per California Food and Agriculture Code Section 30850. District personnel must provide the animal's Assistance Dog Identification Tag and sign an affidavit affirming the specialty training of the animal.

The District assumes no liability for the safety of animals voluntarily brought to school. (cf. 5141-Health Care and Emergencies) (cf.5141.1-Accidents)(cf.5141.23-Infectious Disease Prevention). Owners of service animals will be responsible for any damage done to District facilities by the animal.

No feral or stray animal or animal colonies are to be fed or maintained on District facilities.

**Legal Reference:**

## CIVIL CODE

54.2 Individuals with Disabilities

EDUCATION CODE

44806 Instruction in kindness to pets and humane treatment of living creatures

51202 Instruction in personal and public health and safety

51540 Safe and humane treatment of animals at school

## FOOD AND AGRICULTURAL CODE

30850 License and Certification of Service Animals

GOVERNMENT CODE

810-996.6 California Tort Claims Act, especially:

815 Liability for injuries; immunity of public entity

835 Conditions of liability

## Management Resources:

HUMANE SOCIETY OF THE UNITED STATES

Catalogue of Publications, 1996

Guidelines for the Study of Animals in Elementary and Secondary School

Biology, HE 1079

InstructionAnimals at School **and District Facilities**

The Governing Board recognizes that animals can be an effective teaching aid. In addition, instruction related to the care and treatment of animals teaches students a sense of responsibility and promotes the humane treatment of living creatures.

Animals may be brought **to onto school District facilities** for educational purposes, subject to rules and precautions specified in administrative regulations related to health, safety and sanitation. Teachers shall ensure that these rules and precautions are observed so as to protect both the students and animals.

Seeing-eye dogs and service dogs may accompany students, **staff** and the public as needed (cf.0410- Nondiscrimination in District Programs and Activities). **Seeing-eye dogs and service dogs may accompany District personnel only as part of a formal reasonable accommodation approved through the District's Interactive Process. Service animals must meet licensing and certification requirements per California Food and Agriculture Code Section 30850. District personnel must provide the animal's Assistance Dog Identification Tag and sign an affidavit affirming the specialty training of the animal.**

The District assumes no liability for the safety of animals voluntarily brought to school. (cf. 5141-Health Care and Emergencies) (cf.5141.1-Accidents)(cf.5141.23-Infectious Disease Prevention). **Owners of service animals will be responsible for any damage done to District facilities by the animal.**

**No feral or stray animal or animal colonies are to be fed or maintained on District facilities.**

## Legal Reference:

**CIVIL CODE****54.2 Individuals with Disabilities**EDUCATION CODE

44806 Instruction in kindness to pets and humane treatment of living creatures  
 51202 Instruction in personal and public health and safety  
 51540 Safe and humane treatment of animals at school

**FOOD AND AGRICULTURAL CODE****30850 License and Certification of Service Animals**GOVERNMENT CODE

810-996.6 California Tort Claims Act, especially:  
 815 Liability for injuries **generally**; immunity of public entity  
 835 Conditions of liability

## Management Resources:

HUMANE SOCIETY OF THE UNITED STATES

Catalogue of Publications, 1996

Guidelines for the Study of Animals in Elementary and Secondary School

Biology, HE 1079

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Administrative Regulation 4032 – Reasonable Accommodation  
(Revised: For Implementation)

**ITEM:** Action

**SUBMITTED BY:** Michael P. Bishop, Sr., CBO, Deputy Superintendent, Operations

**PREPARED BY:** Camille Boden, Executive Director, Risk Management

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board implementation of the revised Administrative Regulation (AR) 4032 – Reasonable Accommodation.

**RATIONALE:**

At its September 11, 2012 meeting, AR 4032 was presented to the Board for first reading. This AR is being revised to reflect recent changes that coincide with the Americans with Disabilities Act, recent changes to current District processes, and updates to the Code of Federal Regulations, Title 28 and 29. The District will make reasonable accommodations for District employees with disabilities who qualify and require modifications to the work environment at their site.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Implement Administrative Regulation 4032 – Reasonable Accommodation.

MB:mm



# Board Meeting

9/25/12

<b>Administration Regulation:</b>	<b>Title:</b>	<b>Summary of Changes:</b>
Administrative Regulation – 4032	Reasonable Accommodation	The revisions to AR - 4032 include:  Procedures that are being revised to update the AR to reflect recent changes that coincide with the Americans with Disabilities Act, recent changes to current District processes, and updates to the Code of Federal Regulations, Title 28 and 29. The District will make reasonable accommodations for District employees with disabilities who qualify and require modifications to the work environment at their site.

**All Personnel**

**Reasonable Accommodation**

**Definitions**

Disability, with respect to an individual, is defined as any of the following: (Government Code 12926; 29 CFR 1630.2)

1. A physical or mental impairment that limits one or more of the major life activities.
2. A record of such an impairment.
3. Being regarded as having such an impairment.

Limits shall be determined without regard to mitigating measures such as medications, assistive devices, prosthetics or reasonable accommodations, unless the mitigating measure itself limits a major life activity. (Government Code 12926)

Essential functions are the fundamental job duties of the position the individual with a disability holds or desires. The term does not include the marginal functions of the position. (29 CFR 1630.2)

Reasonable accommodations what an employer may need to provide in connection with modifications to the work environment or adjustments in how and when a job is performed. (29 CFR 1630.2)

Qualified individual with a disability means an individual with a disability who satisfies the requisite skill, experience, education and other job-related requirements of the employment position and who, with or without reasonable accommodation, can perform the essential functions of such position. (29 CFR 1630.2)

Undue hardship is a determination based on an individualized assessment of current circumstances that shows that a specific reasonable accommodation would cause significant difficulty or expense. A determination of undue hardship should be based on several factors,

**Requests for Reasonable Accommodation**

The District designates the position specified in BP 4030 - Nondiscrimination in Employment to coordinate its efforts to comply with the Americans with Disabilities Act (ADA) and to investigate any and all related complaints. (cf. 4030 - Nondiscrimination in Employment) (cf. 4031 - Complaints Concerning Discrimination in Employment)

When requesting reasonable accommodation, the employee or employee's representative shall inform the employee's supervisor that he/she needs a change at work for a reason related to a medical condition. All requests for reasonable accommodations are to be forwarded to the District Office.

When requesting reasonable accommodation during the hiring process, a job applicant shall inform the District that he/she will need a reasonable accommodation for the process.

Employees who request a reasonable accommodation will be required to sign a medical release allowing the District to communicate in writing with the employee's health care provider.

Upon receiving a request to reasonably accommodate a qualified individual with a disability, the District will:

1. Determine the essential functions of the job through a review of a job function analysis.
2. Engage in an interactive process with the employee to review the request for accommodation, identify the precise limitations resulting from the disability, identify potential means for providing accommodation, and assess their effectiveness to perform the essential functions of the job.

No accommodation shall impose undue hardship on the District.

No accommodation shall pose any risk of substantial harm to the employee or others in the workplace.

### **Appeal Process**

If the employee or applicant is not satisfied with the decision of the District, he/she may appeal in writing to the Superintendent or designee. This appeal shall be made within ten (10) days of receiving the decision and shall include:

1. A clear concise statement of the reasons for the appeal.
2. A statement of the specific remedy sought.

The Superintendent or designee shall give the employee his/her decision within fifteen (15) working days of receiving the appeal.

Any further appeal for reasonable accommodation shall be considered a complaint concerning discrimination in employment and may be taken to the Governing Board in accordance with the District's procedure for such complaints.

### **Legal Reference:**

#### CIVIL CODE

51 Unruh Civil Rights Act

#### GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act

#### UNITED STATES CODE, TITLE 29

791-794e Vocational Rehabilitation Act

#### UNITED STATES CODE, TITLE 42

12101-12213 Americans With Disabilities Act

#### CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act, especially:

35.107 Designation of employee

36.101-36.608 Nondiscrimination on the basis of disability by public facilities

#### CODE OF FEDERAL REGULATIONS, TITLE 29

1630.2 Direct threat

#### COURT DECISIONS

Colmenares v. Braemar Country Club, Inc., 2003 Cal.LEXIS 1131

Echazabal v. Chevron USA., (9th Circuit, 2000) 226F.3d 1063

U.S. Airways, Inc. v Barnett, (2002) 535 U.S., 122 S.Ct. 1516



SANTA ANA UNIFIED SCHOOL DISTRICT

AR 4032 (a)

All Personnel

Reasonable Accommodation

**Definitions**

Disability, with respect to an individual, is defined as any of the following:  
(Government Code 12926; 29 CFR 1630.2)

1. A physical or mental impairment that limits one or more of the major life activities.
2. A record of such an impairment.
3. Being regarded as having such an impairment.

Limits shall be determined without regard to mitigating measures such as medications, assistive devices, prosthetics or reasonable accommodations, unless the mitigating measure itself limits a major life activity. (Government Code 12926)

Essential functions are the fundamental job duties of the position the individual with a disability holds or desires. The term does not include the marginal functions of the position. (29 CFR 1630.2)

Reasonable accommodations ~~that~~ **what** an employer may need to provide in connection with modifications to the work environment or adjustments in how and when a job is performed ~~that enable an individual with a disability to enjoy equal employment opportunities include, but are not limited to:~~ (29 CFR 1630.2)

- ~~1. Making existing facilities accessible and usable.~~
- ~~2. Restructuring the job duties.~~
- ~~3. Offering an alternative position which could be part-time or modified work schedules.~~
- ~~4. Acquiring or modifying equipment or devices.~~
- ~~5. Changing tests, training materials or policies.~~
- ~~6. Providing qualified readers or interpreters.~~
- ~~7. Reassigning the employee to a vacant position.~~

Qualified individual with a disability means an individual with a disability who satisfies the requisite skill, experience, education and other job-related requirements of the employment position and who, with or without reasonable accommodation, can perform the essential functions of such position. (29 CFR 1630.2)

Undue hardship is a determination based on an individualized assessment of current circumstances that shows that a specific reasonable accommodation would cause significant difficulty or expense. A determination of undue hardship should be based on several factors, ~~including:~~ **in light of a number of factors. These factors include the nature and cost of the accommodation in relation the size, resources, nature, and structure of the employer's operation. (Title 42 (12101-12213) (29 CFR 1630.2)**

1. ~~The nature and cost of the accommodation needed, taking into consideration the availability of tax credits and deductions and/or outside funding.~~
2. ~~The overall financial resources of the facility making the reasonable accommodation, the number of persons employed at this facility, the effect on expenses and resources of the facility, or the impact on the operations of the facility.~~
3. ~~The overall financial resources, size, number of employees, and the number, type and location of facilities of the District.~~
4. ~~The type of operation of the employer, including the structure and functions of the workforce, the geographic separateness, and the administrative or fiscal relationship of the facility involved in making the accommodation.~~
5. ~~The impact of the accommodation on the operation of the facility, including the impact on the ability of other employees to perform their duties and the impact on the facility's ability to conduct business.~~

#### **Requests for Reasonable Accommodation**

The District designates the position specified in BP 4030 - Nondiscrimination in Employment to coordinate its efforts to comply with the Americans with Disabilities Act (ADA) and to investigate any and all related complaints. (cf. 4030 - Nondiscrimination in Employment) (cf. 4031 - Complaints Concerning Discrimination in Employment)

When requesting reasonable accommodation, the employee or employee's representative shall inform the employee's supervisor that he/she needs a change at work for a reason related to a medical condition. **All requests for reasonable accommodations are to be forwarded to the District Office.**

When requesting reasonable accommodation during the hiring process, a job applicant shall inform ~~the coordinator~~ **the District** that he/she will need a reasonable accommodation for the process.

~~Employee requests for reasonable accommodation may first be considered informally by the site administrator. The site administrator shall consult with the coordinator before any decision as to accommodation is made.~~

~~When the disability and/or the need for accommodation is not obvious, the coordinator may ask the employee to supply reasonable documentation about his/her disability. In requesting this documentation, the coordinator shall specify the types of information that are being sought about the employee's condition, the employee's functional limitations and the need for reasonable accommodation. The Employees may be asked **who request a reasonable accommodation will be required to sign a limited medical release allowing the District to communicate in writing with the employee's** submit a list of specific questions to the health care **provider.** or vocational professional.~~

~~If the documentation submitted by the employee does not specify the existence of a qualifying disability and explain the need for reasonable accommodation, the District may require the employee to submit to an examination by a health care professional selected and paid for by the District.~~

Upon receiving a request to reasonably accommodate a qualified ~~employee~~ **individual** with a disability, the ~~Coordinator shall~~ **District will:**

1. Determine the essential functions of the job **through a review of a job function analysis.**
2. Engage in an interactive process with the employee to review the request for accommodation, identify the precise limitations resulting from the disability, identify potential means for providing accommodation, and assess their effectiveness. ~~3. Develop a plan for reasonable accommodation which is effective and allows the employee~~ to perform the essential functions of the job.

~~or to gain equal access to a benefit or privilege of employment and~~ **No accommodation shall** ~~does not~~ impose undue hardship on the **District.**

~~To qualify for a job, an individual~~ **No accommodation shall** ~~not pose a any significant risk of substantial harm to himself/herself~~ **the employee** or others in the workplace ~~which cannot be eliminated or reduced by reasonable accommodation.~~

~~The determination of whether an individual poses a significant risk of substantial harm to himself/herself or others shall be made on a case-by-case basis and shall be based on objective, factual evidence, taking into consideration the duration of the risks, the nature and severity of the potential harm, the likelihood that the potential harm will occur, and the imminence of potential harm. (29 CFR Section 1630.2)~~

~~The Coordinator may confer with the site administrator, the District medical advisor and/or other District staff before making a final decision as to the accommodation.~~

#### **~~Reasonable Accommodation Committee~~**

~~The Coordinator may appoint a Reasonable Accommodation Committee to review or assist in the development of appropriate plans to reasonably accommodate an employee or qualified job applicant who has requested an adjustment in work duties or environment because of known physical or mental disabilities. The membership of this committee may change on a case-by-case basis. The committee may include:~~

1. ~~A District administrator.~~
2. ~~A site administrator.~~
3. ~~A medical advisor or rehabilitation specialist.~~
4. ~~A certificated employee.~~
5. ~~A classified employee.~~

~~Committee members shall be selected on the basis of their knowledge of the issues at hand, including:~~

1. ~~The specific functions and duties required in the position.~~
2. ~~The physical work environment.~~
3. ~~Available accommodations.~~

~~At the coordinator's discretion, the employee or applicant requesting accommodation may participate in or be excluded from committee meetings. If the employee or applicant is excluded from committee meetings, the coordinator shall communicate with him/her so that he/she has the opportunity to interact and contribute to planning the reasonable accommodation.~~

~~The coordinator shall take steps to ensure the confidentiality of information related to medical conditions.~~

**Appeal Process**

If the employee or applicant is not satisfied with the decision of the ~~Coordinator~~ **District**, he/she may appeal in writing to the Superintendent or designee. This appeal shall be made within ten (10) days of receiving the decision and shall include:

1. A clear concise statement of the reasons for the appeal.
2. A statement of the specific remedy sought.

~~The Superintendent or designee shall consult with the coordinator and review the appeal, together with any available supporting documents.~~ The Superintendent or designee shall give the employee ~~or applicant~~ his/her decision within fifteen (15) working days of receiving the appeal.

Any further appeal for reasonable accommodation shall be considered a complaint concerning discrimination in employment and may be taken to the Governing Board in accordance with the District's procedure for such complaints.

Legal Reference:

CIVIL CODE

51 Unruh Civil Rights Act

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act

UNITED STATES CODE, TITLE 29

791-794e Vocational Rehabilitation Act

UNITED STATES CODE, TITLE 42

12101-12213 Americans With Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act, especially:

35.107 Designation of employee

36.101-36.608 Nondiscrimination on the basis of disability by public facilities

CODE OF FEDERAL REGULATIONS, TITLE 29

1630.2 Direct threat

COURT DECISIONS

Colmenares v. Braemar Country Club, Inc., 2003 Cal.LEXIS 1131

Echazabal v. Chevron USA., (9th Circuit, 2000) 226F.3d 1063

U.S. Airways, Inc. v Barnett, (2002) 535 U.S., 122 S.Ct. 1516

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:**               **Approval of Personnel Calendar**

**ITEM:**               **Action**

**SUBMITTED BY:** **Chad Hammitt, Assistant Superintendent, Personnel Services**

**PREPARED BY:** **Chad Hammitt, Assistant Superintendent, Personnel Services**

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval of the Personnel Calendar.

**RATIONALE:**

Board approval of the Personnel Calendar is required for all Certificated and Classified personnel reports, non-confidential leaves of absences, and effective dates of resignations and retirements.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Approve the Personnel Calendar.

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>RESIGNATIONS</b>					
McLain, Amy	Preschool Teacher	Mitchell	September 4, 2012		Family responsibilities, personal, other - 9 days
Pedersen, Jon	Teacher	Willard	August 15, 2012		Accepted another position - 2 years
<b>NEW HIRES/RE-HIRES</b>					
Beach, Nancy	Teacher	Lorin Grisct	September 4, 2012		Rehire - Permanent returning within 39-Months
Borgese, Joseph	Teacher	Special Education	August 16, 2012		Rehire - Intern
Castro, Laura C.	Teacher	Century	September 12, 2012		New Hire - Temporary 44909
Chistensen, Matthew	NJROTC	Saddleback	August 16, 2012		Rehire - NJROTC
Glauser, Jennifer	Teacher	Lathrop	August 16, 2012		Rehire - Temporary 44909
Harshman, Shannon	Teacher	Carr	September 7, 2012		New Hire - Temporary 44909
Lee, Sella	Teacher	Godinez	August 30, 2012		New Hire - Temporary 44909
Rossmann, Glennys	Teacher	Roosevelt	September 13, 2012		New Hire - Temporary 44920 (20% sharing)

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
<b>CORRECTIONS ON NEW HIRES/RE-HIRES</b>					
Aragon, Rigoberto	Counselor	Carr	August 27, 2012		New Hire - Temporary 44909
Belida, Ryan	Teacher	Valley	August 27, 2012		New Hire - Temporary 44909
Encinas, David	Teacher	Willard	August 28, 2012		New Hire - Temporary 44909 (40% of everyday)
Kunkle, Nathan	Teacher	Willard	August 27, 2012		New Hire - Temporary 44909
<b>OFFER OF EMPLOYMENT - ROP</b>					
Aguilar, Monica C.	Teacher-Culinary Arts	ROP	August 16, 2012	June 14, 2013	Rehire - 44910
Curiel, Danny	Teacher- Automotive	ROP	August 16, 2012	June 14, 2013	Rehire - 44910
Erikson, Tom	Teacher-Criminal Justice	ROP	August 16, 2012	June 14, 2013	Rehire - 44910
Fe, Helen	Teacher-Medical Assistant	ROP	August 16, 2012	June 14, 2013	Rehire - 44910
Fischer, Charlene	Teacher-Health Careers/Dental Assistant	ROP	August 16, 2012	June 14, 2013	Rehire - 44910
Isbell, Donald Ray	Teacher-Animation/ Graphic Arts	ROP	August 16, 2012	June 14, 2013	Rehire - 44910

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>OFFER OF EMPLOYMENT - ROP (Continued)</b>					
Magarro, June	Teacher-Computer Technology	ROP	August 16, 2012	June 14, 2013	Rehire - 44910
Nusbickel, Thomas	Teacher-Pre-Engineering	ROP	September 13, 2012	June 14, 2013	New Hire - 44910
Zook, Danny	Teacher-Automotive	ROP	August 16, 2012	June 14, 2013	Rehire - 44910
<b>CHANGE IN STATUS</b>					
Morales, Vanessa	Teacher	Saddleback	August 16, 2012		From Intern to Temporary - 44909
<b>EXTENSION OF FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Paid</b>					
Shera-Lander, Joan	Psychologist	Psychological Services	September 8, 2012	September 18, 2012	Statutory
<b>FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid</b>					
Cerne, Elisabeth	Teacher	Carver	August 27, 2012	October 5, 2012	Statutory
Dodge, Michelle	Teacher	Madison	September 6, 2012	October 10, 2012	Statutory
Gonzales, Maricela	Teacher	Carr	August 27, 2012	October 7, 2012	Statutory
Kenaley, Aimee	Teacher	Jefferson	September 11, 2012	October 23, 2012	Statutory
Segura, Maria	Teacher	Pio Pico	September 10, 2012	November 7, 2012	Statutory

**Chad Hammitt, Assistant Superintendent, Personnel Services**



**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid (Continued)</b>					
Twigg, Dora	Speech and Language Pathologist	Speech Department	September 17, 2012	December 17, 2012	Statutory
<b>SHARED CONTRACTS 2012-13</b>					
Cardenas, Jennifer	Teacher	Esqueda	August 16, 2012		40% Contract
Madrigal Chavez, Alexandra	Teacher	Esqueda	August 16, 2012		60% Contract
Corral, Stephana	Teacher	Roosevelt	August 16, 2012		80% Contract
Rossmann, Glennys	Teacher	Roosevelt	September 13, 2012		20% Contract
<b>EXTRA DUTY 2012-13</b>					
Adin, Peggy	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Aten, Becky	Retired Substitute	English Learner Programs and Student Achievement	July 10, 2012	June 30, 2013	Retired Daily Rate
Benoun, Joseph	Teacher	Santa Ana	August 22, 2012	June 13, 2013	Extra Period
Bond, Nini	Retired Substitute	Speech Department	August 27, 2012	June 30, 2013	Retired Daily Rate
Cady, Cynthia	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Campos, Joao	Teacher	Santa Ana	August 22, 2012	June 13, 2013	Extra Period

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>EXTRA DUTY 2012-13 (Continued)</b>					
Garcia, Adeline	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Gjonovich, Sandra	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Harper, Kay	Retired Substitute	Speech Department	August 16, 2012	June 30, 2013	Retired Daily Rate
Harris, Judith	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Haxel, Mary	Retired Substitute	Pupil Support Services	September 10, 2012	June 30, 2013	Retired Daily Rate
Hinman, Robert	Teacher	Santa Ana	August 22, 2012	June 13, 2013	Extra Period
Johnson, Constance	Retired Substitute	Speech Department	August 16, 2012	June 30, 2013	Retired Daily Rate
Lighter, Judy	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Marinelli, Colleen	Teacher	Lathrop	August 22, 2012	June 13, 2013	Extra Period
Mc Lean, Gayle	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Pate, Bonnie	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Robinson, Carolyn	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Robinson, Carolyn	Retired Substitute	Child Development	September 4, 2012	November 29, 2012	Retired Daily Rate
Rodriguez, Raul	Teacher	Lathrop	August 22, 2012	June 13, 2013	Extra Period
Salcedo, Margie	Teacher	Segerstrom	August 22, 2012	June 13, 2013	Extra Period

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>EXTRA DUTY 2012-13 (Continued)</b>					
Sandoval, Maria	Substitute	English Learner Programs and Student Achievement	August 30, 2012	June 30, 2013	Daily Rate
Shallis, Kimberly	Substitute	Saddleback	September 4, 2012	October 30, 2012	Daily Rate
Struelens, Catlin	Retired Substitute	Speech Department	August 16, 2012	June 30, 2013	Retired Daily Rate
Teal, Deborah	Teacher	Santa Ana	August 22, 2012	June 13, 2013	Extra Period
Tena, Daniel	Teacher	Godinez	August 22, 2012	June 13, 2013	Extra Period
Thoms, Luz	Substitute	Psychological Services	August 14, 2012	June 14, 2013	Daily Rate
Throop, Mary	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Tuttle, Jane	Retired Substitute	Pupil Support Services	August 16, 2012	June 30, 2013	Retired Daily Rate
Vaughan, Jason	Teacher	Lathrop	August 22, 2012	June 13, 2013	Extra Period
Walker, Sarah	Teacher	Godinez	August 22, 2012	June 13, 2013	Extra Period
Williams, Alma	Retired Substitute	Speech Department	August 16, 2012	June 30, 2013	Retired Daily Rate
<b>ELEMENTARY SUPERVISION 2012-13</b>					
Ingebrigtsen, Kortni		Adams			
Taylor, Jennifer		Adams			
Troutt, Rock		Jackson			
Wroblewski, Keith		Jackson			

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>ELEMENTARY SUPERVISION 2012-13 (Continued)</b>					
Cervantes, Julissa		Lowell			
Macias, Silvia		Lowell			
Sierra, Caroline		Lowell			
<b>DEPARTMENT CHAIRS 2012-13</b>					
Blash, Megan		Godinez	2012-13		Social Science
Chuang, Lynn		Godinez	2012-13		Science
Conner, Christy		Godinez	2012-13		Math
Eskow, Sheldon		Godinez	2012-13		Business Education
Gonzalez, Graciela		Godinez	2012-13		Foreign Language
Henderson, Sara		Godinez	2012-13		P.E. (Boys & Girls)
Jacovides, Alexis		Godinez	2012-13		Special Education
Lammers, Christine		Godinez	2012-13		English
Mc Mahon, Jeanette		Godinez	2012-13		Art, Music
Morris, Jessica		Godinez	2012-13		Science
Snyder, William		Godinez	2012-13		Math
Boyce, Haley		Lathrop	2012-13		English
Dyas, Gary		Lathrop	2012-13		Math
Groothuis, Carol		Lathrop	2012-13		P.E. (Boys & Girls)
Hammer, Heather		Lathrop	2012-13		English
Leal, Heather		Lathrop	2012-13		Art
O'Roark, James		Lathrop	2012-13		Science
Oswandel, Elizabeth		Lathrop	2012-13		Social Science
Peat, Barbara		Lathrop	2012-13		Special Education

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>DEPARTMENT CHAIRS 2012-13 (Continued)</b>					
Perry, David		Lathrop	2012-13		Social Science
Petrova, Nikolina		Lathrop	2012-13		Math
Raneri, James		Lathrop	2012-13		Music
Reyes-Mandujano, Alejandro		Lathrop	2012-13		Math
Shenkman, Michael		Lathrop	2012-13		Social Science
Thatcher, Stephanie		Lathrop	2012-13		English
Balma, Violette		MacArthur	2012-13		Music
Celestino, Gregory		MacArthur	2012-13		English, Reading
Chee, David		MacArthur	2012-13		Social Science
De La Jara, Heather		MacArthur	2012-13		P.E. (Girls)
Fellmer, Emily		MacArthur	2012-13		Math
Manfre, Charles		MacArthur	2012-13		P.E. (Boys)
O'Brien, Dow		MacArthur	2012-13		Special Education
Papke, Kevin		MacArthur	2012-13		Business Education
Sprafka, John		MacArthur	2012-13		Science
Camacho, Octavio		Middle College	2012-13		Math
Groff, Susan		Middle College	2012-13		Science
Kaneko, Norio		Middle College	2012-13		Math
Nguyen, Thu		Middle College	2012-13		English
Valenzuela, Edward N.		Middle College	2012-13		P.E. (Boys & Girls)
Van Dusen, Kathy		Middle College	2012-13		Social Science
Bayouk, Steve		Spurgeon	2012-13		Math

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>DEPARTMENT CHAIRS 2012-13 (Continued)</b>					
Henrici, John		Spurgeon	2012-13		English
Holland, Caran		Spurgeon	2012-13		Music
Hollenbeck, Mark		Spurgeon	2012-13		Social Science
Kline, Stacy		Spurgeon	2012-13		Business Education
La Rochelle, Billie		Spurgeon	2012-13		Special Education
Noonan, Brigid		Spurgeon	2012-13		Math
Phan, Joanne		Spurgeon	2012-13		Science
Ramsey, James		Spurgeon	2012-13		P.E. (Boys & Girls)
Reinhart, Veronica		Spurgeon	2012-13		Social Science
Rude, Richard		Spurgeon	2012-13		Science
Thomas, Christina		Spurgeon	2012-13		English
Bluel, Karen		Valley	2012-13		Art, Music
Corradino, Damian		Valley	2012-13		English
Gabaldon, Robert		Valley	2012-13		Special Education
Hagan, Kathryn		Valley	2012-13		P.E. (Boys & Girls)
Holland, Cynthia		Valley	2012-13		Business Education
Hruby, Jeffrey		Valley	2012-13		Math
Lee, Roselinn		Valley	2012-13		Social Science
Oberreuter, Richard		Valley	2012-13		Science
Pickrell, Laura		Valley	2012-13		ELD/Bilingual
Silva, Jo Ann		Valley	2012-13		Foreign Language
Alvarez, Guillermo		Villa	2012-13		Music
Benedetto, Kathleen		Villa	2012-13		English

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>DEPARTMENT CHAIRS 2012-13 (Continued)</b>					
Chidley, Susan		Villa	2012-13		Special Education
Clay, Denise		Villa	2012-13		Science
Everett, Julie		Villa	2012-13		ELD/Bilingual
Gautreau, Jennifer		Villa	2012-13		Math
Kelly, William		Villa	2012-13		Art
Kiser, Ronald		Villa	2012-13		Social Science
Llopis, Richard		Villa	2012-13		P.E. (Boys)
Mc Reynolds, Angela		Villa	2012-13		P.E. (Girls)
Owens, Sarah		Villa	2012-13		English
Alfaro, Marina		Willard	2012-13		Science
Almanzar, Pete		Willard	2012-13		Special Education
Beltran, Ammy		Willard	2012-13		Music
Bolen, Lisa		Willard	2012-13		Art
Delgado, Denise		Willard	2012-13		P.E. (Girls)
Faust, Eric		Willard	2012-13		Business Education
Mc Lean, Kathleen		Willard	2012-13		ELD/Bilingual
Mondragon, Patricia		Willard	2012-13		Science
Stiles, Kristy		Willard	2012-13		Social Science
Tenchka, Scott		Willard	2012-13		P.E. (Boys)
Van de Merghel, Caroline		Willard	2012-13		English
Weber, Michael		Willard	2012-13		Math
<b>GRADE LEVEL LEADERS 2012-13</b>					
Armstrong, Lori		Garfield	2012-13		

**Chad Hammitt, Assistant Superintendent, Personnel Services**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>GRADE LEVEL LEADERS 2012-13 (Continued)</b>					
Enriquez-Carrillo, Maria		Garfield	2012-13		
Heil, Jennifer		Garfield	2012-13		
Maddox, Shannon		Garfield	2012-13		
Olivas, Desiree		Garfield	2012-13		
Rhone, Cynthia		Garfield	2012-13		
Fleming, Polly		Jackson	2012-13		
Freshour, Deann		Jackson	2012-13		
Lochner, Jessica		Jackson	2012-13		
Lockman, Sharon		Jackson	2012-13		
Magana, Angelica		Jackson	2012-13		
Wallstedt, Marleen		Jackson	2012-13		
Zamarripa, Michelle		Jackson	2012-13		
Cervantes, Julissa		Lowell	2012-13		
Cuevas, Mario		Lowell	2012-13		
Lopez, Diane		Lowell	2012-13		
Maldonado, Elizabeth		Lowell	2012-13		
Obillo, Kevin		Lowell	2012-13		
Valle, Olga		Lowell	2012-13		
Villa, Liza		Lowell	2012-13		
Flink, Christine		Monte Vista	2012-13		
Garcia, Eneida		Monte Vista	2012-13		
Harney, Jamie		Monte Vista	2012-13		
Hogan, Barbara		Monte Vista	2012-13		



**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>COMMENTS</b>
<b>GRADE LEVEL LEADERS 2012-13 (Continued)</b>					
Kearney, Robin		Monte Vista	2012-13		
La Grand, Carolyn		Monte Vista	2012-13		
Sanchez, Juana		Monte Vista	2012-13		
Brandt, Samantha		Roosevelt	2012-13		
Casas, Maria R.		Roosevelt	2012-13		
Greenwood, Joy		Roosevelt	2012-13		
Hall, Jannette		Roosevelt	2012-13		
Rossmann, Erik		Roosevelt	2012-13		
Spier-Chalk, Cathy		Roosevelt	2012-13		
Trujillo, Adrian		Roosevelt	2012-13		
Andaya, Maribel		Sepulveda	2012-13		
Gupta, Deepika		Sepulveda	2012-13		
Mendoza, Fabiola		Sepulveda	2012-13		
Secor, Kim		Sepulveda	2012-13		
Shepherd, Ronald		Sepulveda	2012-13		
Tankersley, Jeffrey		Sepulveda	2012-13		
Vargas, Kristine		Sepulveda	2012-13		
Brubaker, Kristi		Thorpe	2012-13		
Cruz, Catalina		Thorpe	2012-13		
Gutierrez Olivarez, Ana		Thorpe	2012-13		
Herrema, Shelley		Thorpe	2012-13		
Mittelholtz, Marlyessa		Thorpe	2012-13		
Nicholson, Maryellen		Thorpe	2012-13		

**Chad Hammitt, Assistant Superintendent, Personnel Services**



**AGENDA ITEM REQUESTS  
CERTIFICATED  
2012-13**

<b>TITLE OF ACTIVITY</b>	<b>SITE</b>	<b>FUNDING</b>	<b>NOT TO EXCEED</b>	<b>EFFECTIVE</b>
Academic Monitoring Program	Saddleback	General Funds	\$10,000	September 26, 2012
After School Tutoring	Spurgeon	General Funds	\$3,000	September 26, 2012
AVID Tutoring Training (Ratification)	Villa	EIA-SCE	\$1,200	August 15, 2012
Data Analysis Meeting	Pio Pico	EIA-SCE	\$4,000	September 26, 2012
Data Chats (Ratification)	Thorpe	Title I	\$3,000	September 12, 2012
Data Chats/Staff Development	Romero-Cruz	Title II	\$2,700	September 25, 2012
Extended Learning Opportunities (Ratification)	Saddleback	SIG	\$100,000	September 1, 2012
GATE Site Coordinators Stipends (Ratification)	Educational Services Elementary/Secondary Division	GATE	\$100,000	September 12, 2012
Head Start Special Education Teacher Extra Duty (Ratification)	Head Start	Head Start	\$1,000	August 20, 2012
Head Start Teachers Extra Duty (Ratification)	Head Start	Head Start	\$5,000	August 20, 2012
ILT Participants 12/13	Kennedy	Title I	\$8,000	September 26, 2012
Intervention Substitute Teacher(s)	Esqueda	EIA-SCE	\$31,600	September 26, 2012
Intervention Substitute Teacher(s)	Washington	EIA-LEP	\$25,000	September 26, 2012
Intervention Substitute Teacher(s)	Washington	Title I	\$25,000	September 26, 2012
Intervention Substitute Teacher(s)	Diamond	EIA-SCE	\$28,800	September 26, 2012
Intervention Substitute Teacher(s)	Pio Pico	EIA-SCE	\$12,000	September 26, 2012
Intervention Substitute Teacher(s) (Ratification)	Thorpe	EIA-SCE	\$55,000	September 12, 2012
Intervention Substitute Teacher(s) (Ratification)	Davis	EIA-SCE	\$50,000	August 21, 2012
K-5 Intervention Substitute(s) (Ratification)	Wilson	EIA-SCE	\$50,000	September 12, 2012
K-5 Intervention Substitute(s) (Ratification)	Wilson	EIA-LEP	\$8,400	September 12, 2012

**Board Meeting  
September 25, 2012**

**AGENDA ITEM REQUESTS  
CERTIFICATED  
2012-13**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Modernization/Relocation	Santa Ana	Facilities/ Construction Department	\$600	September 25, 2012
Pentathlon Coaches (Ratification)	Villa	General Funds	\$6,600	September 5, 2012
Professional Development in Differentiated Instruction - Planning	Educational Services Elementary Division	GATE	\$550	September 26, 2012
Program Planning (Ratification)	Walker	Title I	\$500	September 12, 2012
Program Planning (Ratification)	Wilson	EIA-SCE	\$5,000	September 12, 2012
Program Planning Various Schools	English Learner Programs and Student Achievement	EIA-SCE	\$10,000	September 26, 2012
Saturday School Program	Godinez	Teacher's Salaries Extra	\$17,000	September 26, 2012
Sign Language Classes (Ratification)	Taft	Special Education	\$6,000	August 22, 2012
SMART Board and Illuminate Training	Jefferson	EIA-LEP	\$2,787	September 26, 2012
SST Participants 12/13	Kennedy	Title I	\$8,000	September 26, 2012
Staff Development (Ratification)	Thorpe	Unrestricted Discretionary Accounts	\$3,867	September 12, 2012
Staff Development (Ratification)	Walker	Title I	\$1,000	September 12, 2012
Student Study Team Coordinator	Muir	EIA-SCE	\$2,700	September 26, 2012
Student Study Team Facilitator	Esqueda	EIA-SCE	\$10,000	September 26, 2012
Student Study Team Facilitator	Muir	EIA-SCE	\$3,400	September 26, 2012
Student Study Team Facilitator	Pio Pico	EIA-SCE	\$4,000	September 26, 2012
Substitute K-5 Intervention (Ratification)	Heninger	LEP-SCE	\$60,000	August 22, 2012
Substitute/Intervention Teacher (Ratification)	Adams	Title I	\$5,000	September 24, 2012
Substitute/Intervention Teacher (Ratification)	Adams	EIA-LEP	\$5,000	September 24, 2012

**Board Meeting  
September 25, 2012**

**AGENDA ITEM REQUESTS  
CERTIFICATED  
2012-13**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Summer School 2012 (Ratification)	Educational Services	General Funds	\$2,400	April 30, 2012
Title I Program Planning (Ratification)	Secondary Division	Title I	\$4,000	August 31, 2012
Translation Services	Lorin Grisnet	EIA-SCE	\$800	September 26, 2012
Tutoring for At-Risk and Low-Performing Students	Diamond	EIA-SCE		
WASC Program Planning	Esqueda Valley	WASC	\$30,000	September 26, 2012
			\$15,000	September 26, 2012

**CLASSIFIED PERSONNEL CALENDAR**

Personnel Calendar  
Board Meeting - September 25, 2012

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
<b>RESIGNATIONS</b>						
Camarda, Blaire	SSP Sp. Ed.	Santa Ana	June 14, 2012			Personal - 3 years, 7 months
Lopez, Jesus	Instr. Asst. Computers	Jefferson	August 6, 2012			Personal - 11 months
Padilla, Denice	Instr. Asst. Computers	Century	September 7, 2012			Personal - 7 years, 6 months
<b>ABSENCE (3 to 20 duty days) - Without Pay</b>						
Alcaraz, Richard	Autism Paraprofessional	Sierra	August 22, 2012	September 19, 2012		Personal
Paredones, Monica	Personnel Technician	Benefits Dept.	September 7, 2012	September 14, 2012		Personal
<b>FAMILY CARE &amp; MEDICAL LEAVE (3 to 20 duty days) - Paid</b>						
Magallanes, Carol	Risk Management Benefits Specialist	Benefits Dept.	September 5, 2012	September 14, 2012		Statutory Leave
Paredones, Monica	Personnel Technician	Benefits Dept.	August 24, 2012	August 31, 2012		Statutory Leave
<b>FAMILY CARE &amp; MEDICAL LEAVE (21 duty days or more) - Paid</b>						
Martinez, Mariza	Instr. Asst. Visual Impaired	Speech Dept.	August 22, 2012	September 24, 2012		Statutory Leave

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>SALARY</b>	<b>COMMENTS</b>
<b>LEAVE (21 duty days or more) - Without Pay</b>						
Garcia, Lynette	Instr. Asst. Sp. Ed.	Sierra	September 7, 2012	June 13, 2013		Personal
Herp, Christina	Preschool Teacher	Lorin Griset	August 27, 2012	June 14, 2013		Personal
Ruiz, Virginia	Registrar Int.	Carr	September 10, 2012	February 10, 2013		Personal
<b>MILITARY ABSENCE - (3 to 20 duty days) - Paid</b>						
Olson, Justin	Alarm Monitor/Dispatcher	Sch. Police	September 3, 2012	September 14, 2012		
Olson, Justin	Alarm Monitor/Dispatcher	Sch. Police	September 24, 2012	September 28, 2012		
<b>PROBATIONARY APPOINTMENTS</b>						
Blas, Elizabeth	SSP Sp. Ed.	Monte Vista/Davis	September 11, 2012		19/1	
Burnett, Deborah	DSO	Willard	September 5, 2012		31/1	
Cabrera, Heidy	SSP Sp. Ed.	Santiago	September 4, 2012		19/1	
Ceniceros, Gilbert	DSO	Community Day	September 18, 2012		31/1	
Gotts, Celia	SSP Sp. Ed.	Jefferson	September 4, 2012		19/1	
Herrera, Alma	SSP Sp. Ed.	Mitchell	August 28, 2012		19/1	
Lopez, Lilitiana	SSP Sp. Ed.	Valley	August 22, 2012		19/1	
Muñoz, Lilitiana	SSP Sp. Ed.	Jefferson	September 10, 2012		19/1	
Pinedo, David	DSO	Century	August 31, 2012		31/1	
Thompson, Tori	SSP Sp. Ed.	Monroe	September 4, 2012		19/1	

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>SALARY</b>	<b>COMMENTS</b>
<b>PROMOTIONAL APPOINTMENTS</b>						
Castorena, Diana	Instr. Asst. Sev. Dis.	Mitchell	September 24, 2012		20/1	
Espinoza, Edgar	Computer Technician	Carr	September 26, 2012		28/3	
Felix, Rocio	Instr. Asst. Sev. Dis.	Mitchell	September 13, 2012		20/5	
Sivoraphonh, Angelina	Admin. Secretary - Human Resources	Human Resources	September 20, 2012		31/4	
Velazquez, Aracely	Instr. Asst. Sev. Dis.	Mitchell	September 24, 2012		20/6 + Bil.	
<b>REASSIGNMENTS</b>						
Cristobal, Leticia	Instr. Asst. Sev. Dis.	Sp. Ed.	August 22, 2012		20/6 + Bil.	
Diaz, Esther	Sch. Off. Mgr. Int.	MacArthur	September 20, 2012		28/6 + Bil.	
<b>TEMPORARY APPOINTMENTS - Out of Class Compensation</b>						
Ashbaugh, Timothy	Sch. Police Officer	School Police	August 23, 2012	December 31, 2012	40/3 + Graveyard	
Ayon, Artemisa	Mgr. of Fd. Svcs. Operations	Food Svcs.	August 24, 2012	June 30, 2013	37/5 + \$10 a day	
Lopez, Rick	Sch. Police Officer	School Police	August 4, 2012	December 31, 2012	40/6 + Bil. + Graveyard	
Mendoza, Esther	Personnel Tech.	Human Resources	September 3, 2012	September 14, 2012	32/4 + Bil.	



**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - September 25, 2012**

<b>NAME</b>	<b>POSITION</b>	<b>SITE</b>	<b>EFF. DATE</b>	<b>END DATE</b>	<b>SALARY</b>	<b>COMMENTS</b>
<b>EXTRA DUTY</b>						
Peralta, Marcelo	Interpreter	Sp. Ed.	August 20, 2012	November 20, 2012		
<b>ACTIVITY SUPERVISORS</b>						
Amaral, Miriam	Act. Spvr.	Century	September 4, 2012			
Barcenas Pintor,						
Patricia	Act. Spvr.	Garfield	September 4, 2012			
Flores, Stephanie	Act. Spvr.	Jackson	August 31, 2012			
Franco de Corona, Ma						
Carmen	Act. Spvr.	Santa Ana	September 10, 2012			
Joaquin, Quintila	Act. Spvr.	Santiago	September 10, 2012			
Lizada, Sonia	Act. Spvr.	Muir	September 14, 2012			
Pina, Rosa	Act. Spvr.	Century	September 11, 2012			
Salazar, Milton	Act. Spvr.	Century	September 10, 2012			
Zuniga, Maritza	Act. Spvr.	Century	September 10, 2012			
<b>HOURLY</b>						
Andaya, Daisy	Instr. Provider	Valley	September 13, 2012			
Gomeztrejo, Brittany	Instr. Provider	Valley	August 30, 2012			
Hendricks, Nicole	Instr. Provider	McFadden	September 14, 2012			
Sanchez, Ricardo	Instr. Provider	Valley	September 6, 2012			
Valdez, Lorenza	Instr. Provider	Saddleback	August 27, 2012			
Vasquez, Noel	Instr. Provider	Santa Ana	September 10, 2012			

**AGENDA ITEMS REQUESTS  
CLASSIFIED  
2012-13**

<b>TITLE OF ACTIVITY</b>	<b>SITE</b>	<b>FUNDING</b>	<b>NOT TO EXCEED</b>	<b>EFFECTIVE</b>
Babysitting for Parent Meetings (Ratification)	Santa Ana	Title I	\$620	September 12, 2012
Childcare	Diamond	Title I	\$300	September 26, 2012
Childcare	Romero-Cruz	Title I Funds	\$900	September 25, 2012
Childcare (Ratification)	Wilson	EIA/SCE	\$2,500	September 12, 2012
Childcare for Parent Education Classes and School Readiness Program	Esqueda	Title I	\$6,000	September 26, 2012
Childcare for Parent Involvement	Valley	SIG	\$3,983	September 26, 2012
Childcare - Parent Meetings	Hoover	Title I	\$1,500	September 26, 2012
Classified Extra Duty Assignments (Ratification)	Wilson	EIA/SCE	\$686	September 12, 2012
Classified Extra Duty Assignments (Ratification)	Wilson	General Funds	\$4,500	September 12, 2012
Classified Extra Duty Assignments (Ratification)	Wilson	Title I	\$600	September 12, 2012
Construction - Custodial (Ratification)	Construction Department	Fund 35	\$10,000	August 1, 2012
Construction - Library Technician (Ratification)	Construction Department	Fund 35	\$1,000	August 1, 2012
Extra Duty for Classified Employees	Kennedy	EIA/SCE	\$2,000	September 26, 2012
Head Start Community Workers, Parent Education Specialist Extra Duty (Ratification)	Head Start	Head Start	\$2,000	July 1, 2012
Head Start Custodians Extra Duty (Ratification)	Head Start	Head Start	\$2,000	July 1, 2012
Head Start Office Staff Extra Duty (Ratification)	Head Start	Head Start	\$2,000	July 1, 2012
Head Start Teacher Aides Extra Duty	Head Start	Head Start	\$4,000	July 1, 2012

**Board Meeting  
September 25, 2012**

**AGENDA ITEMS REQUESTS  
CLASSIFIED  
2012-13**

<b>TITLE OF ACTIVITY</b>	<b>SITE</b>	<b>FUNDING</b>	<b>NOT TO EXCEED</b>	<b>EFFECTIVE</b>
Interpreting Services	Diamond	EIA/SCE	\$300	September 26, 2012
Nutrition Network Leadership & Coordination of Network Department	Network for a Healthy California/Special Projects	Nutrition Network Grant	\$8,000	October 10, 2012
Parent Meeting Facilitation (Ratification)	Santa Ana	ELA/SCE	\$3,000	September 12, 2012
SIG Classified Extra Duty - Childcare for Parent Involvement	Willard	SIG School Improvement Grant	\$5,000	September 26, 2012
SIG Classified Extra Duty - Custodial	Willard	SIG	\$5,200	September 26, 2012
Sign Language Classes (Ratification)	Taft Elementary Deaf & Hard of Hearing Program	Special Education	\$6,000	August 22, 2012
Supervision for Parent Workshops	Pio Pico	Title I	\$4,000	September 26, 2012
Translators at IEP Meetings and Parent Conference	Muir	EIA/SCE	\$1,000	September 26, 2012
WASC Classified Focus Group Participant	Valley	WASC	\$2,000	September 26, 2012
WASC Classified Focus Group Participant	Valley	WASC	\$2,000	September 26, 2012

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Approval to Call for Nomination and Submission of Letter of Support for California School Boards Association Director-at-Large, Asian/Pacific Islander

**ITEM:** Action

**SUBMITTED BY:** Thelma Meléndez de Santa Ana, Ph.D., Superintendent

**PREPARED BY:** Thelma Meléndez de Santa Ana, Ph.D., Superintendent

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is to seek Board approval to call for nominations and submission of letter of support for California School Boards Association (CSBA) Director-at-Large, Asian/Pacific Islander.

**RATIONALE:**

The CSBA has issued a call for nominations for 2012 Director-at-Large, Asian/Pacific Islander. The call for nominations must come before the Board before a name from that District can be placed on the ballot. Board member Yamagata-Noji has expressed an interest in serving as a CSBA Board of Director-at-Large.

The Directors-at-Large election will take place November 28-29, 2012.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Approve the call for nominations and submission of letter of support for California School Boards Association Director-at-Large, Asian/Pacific Islander.

TM/cg



## 2012 Director-at-Large, Asian/Pacific Islander or Hispanic NOMINATION FORM

***Please submit a separate nomination form for each nominee.***

The nominations for Director-at-Large must be made by a CSBA member board and the nominee must be a board member from a CSBA member district or county office of education. The U.S. Postal Service postmark or fax deadline for the nomination form and the required two letters of recommendation is **Friday, September 28.**

Two letters of recommendation are required to be submitted with this nomination form.

The governing board of the Santa Ana Unified School District or County Office

Board of Education voted to nominate Audrey Yamagata-Noji as a candidate for the following  
(Nominee name)

Director-at-Large position: (please indicate)

**Director-at-Large, Asian/Pacific Islander**

**Director-at-Large, Hispanic**

The nominee is a member of the Santa Ana Unified School District or County Office

Board of Education, which is a member of CSBA. The nominee has given permission to be nominated.

\_\_\_\_\_  
*Signature of the Board Clerk or Board Secretary*

\_\_\_\_\_  
*Date*

***Return the nomination form and two letters of recommendation to:***

Jill Wynns, President

California School Boards Association

3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660

(916) 371-4691 (800) 266-3382 | Fax: (916) 669-3305 or (916) 371-3407 | [www.csba.org](http://www.csba.org)

**AGENDA ITEM BACKUP SHEET**  
**September 25, 2012**

**Board Meeting**

**TITLE:** Board and Staff Reports/Activities  
**ITEM:** Reports  
**SUBMITTED BY:** Thelma Meléndez, Ph.D., Superintendent  
**PREPARED BY:** Thelma Meléndez, Ph.D., Superintendent

---

---

**BACKGROUND INFORMATION:**

The purpose of this agenda item is for members of the Board of Education and staff to make announcements to the community regarding events and activities within Santa Ana Unified School District and the community as they relate to student achievement.

**RATIONALE:**

Members of the Board of Education have requested an item on the agenda of each regular meeting to provide an opportunity for announcements.

This item will provide pertinent information to the general public.

**FUNDING:**

Not Applicable

**RECOMMENDATION:**

Board members will make announcements regarding community events and activities within Santa Ana Unified School District and the community.

TM:rr